



LOS ANGELES COUNTY **REDISTRICTING 2021**

4. Consent Items: January 13, 2021, Minutes: Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director





LOS ANGELES COUNTY REDISTRICTING 2021

COUNTY OF LOS ANGELES CITIZIENS REDISTRICTING COMMISSION (CRC) CRC MINUTES FOR REGULAR MEETING – January 13, 7:00 pm VIA ZOOM VIRTUAL CONFERENCE

VIDEO FILE FOR ENTIRE MEETING NOW POSTED ON YOUTUBE: [VIDEO LINK](#)

Agenda

1. CALL TO ORDER

Gayla Kraetsch Hartsough, Ph.D., Executive Director for the Los Angeles County Redistricting Commission (CRC) called the meeting to order at 7:05 p.m.

2. ROLL CALL

Thai V. Le, KH Consulting Group (KH) staff for the CRC, took roll call with the following Commissioners present:

Yes	Commissioner Jean Franklin	Yes	Commissioner Hailes Soto
Yes	Commissioner David Holtzman	Yes	Commissioner Saira Soto
Yes	Commissioner Daniel Mayeda	Yes	Commissioner Priya Sridharan
Yes	Commissioner Mark Mendoza	Yes	Commissioner Brian Stecher
Yes	Commissioner Apolonio Morales	Yes	Commissioner John Vento
Yes	Commissioner Nelson Obregon	Yes	Commissioner Carolyn Williams
Yes	Commissioner Priscilla Orpinela-Segura	Yes	Commissioner Doreena Wong

3. OATH OF OFFICE

The 14 CRC COMMISSIONERS TOOK THE Oath of Office, administered by Twila Kerr, Chief, Los Angeles County Executive Office - Commission Services.

4. APPROVAL OF AGENDA

Commissioner Holtzman requested the Agenda be modified to address Item 7B after 7F. The Agenda was approved with that modification.

Motion Made:	Commissioner John Vento		
Motion Seconded:	Commissioner Holtzman		
Outcome:	Unanimously approved		
Yes	Commissioner Jean Franklin	Yes	Commissioner Hailes Soto
Yes	Commissioner David Holtzman	Yes	Commissioner Saira Soto





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Yes	Commissioner Daniel Mayeda	Yes	Commissioner Priya Sridharan
Yes	Commissioner Mark Mendoza	Yes	Commissioner Brian Stecher
Yes	Commissioner Apolonio Morales	Yes	Commissioner John Vento
Yes	Commissioner Nelson Obregon	Yes	Commissioner Carolyn Williams
Yes	Commissioner Priscilla Orpinela-Segura	Yes	Commissioner Doreena Wong

5. PUBLIC COMMENT—GENERAL

This is the time for public comment on matters not on the agenda. Pursuant to state law, the Commission may not discuss or act on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed. Staff may be asked to follow up on such items.

One written public comment was made on matters not on the agenda, was made available to the Commissioners prior to the meeting, and is posted on the Executive Office’s Commission website.

6. CONSENT ITEMS

Items listed under the consent calendar are considered by the CRC Executive Director to be routine in nature and will be enacted by one motion unless a Commissioner requests otherwise, in which case the item will be removed for separate consideration.

6a. The 8 Commissioners involved in the December 2020 CRC meetings reviewed and approved those of December 26, 2020.

Motion Made:	Commissioner John Vento		
Motion Seconded:	Commissioner Jean Franklin		
Outcome:	Unanimously approved		
Yes	Commissioner Jean Franklin	Yes	Commissioner Priscilla Orpinela-Segura
Yes	Commissioner David Holtzman	Yes	Commissioner Hailes Soto
Yes	Commissioner Daniel Mayeda	Yes	Commissioner Brian Stecher
Yes	Commissioner Nelson Obregon	Yes	Commissioner John Vento

6b. The 8 Commissioners involved in the December 2020 CRC meetings reviewed and approved those of December 28, 2020.

Motion Made:	Commissioner Brian Stecher		
Motion Seconded:	Commissioner Hailes Soto		
Outcome:	Unanimously approved		





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Yes	Commissioner Jean Franklin	Yes	Commissioner Priscilla Orpinela-Segura
Yes	Commissioner David Holtzman	Yes	Commissioner Hailes Soto
Yes	Commissioner Daniel Mayeda	Yes	Commissioner Brian Stecher
Yes	Commissioner Nelson Obregon	Yes	Commissioner John Vento

7. ACTION/DISCUSSION ITEMS

Gayla Kraetsch Hartsough provided an overview to the approach to each action/discussion item on the agenda.

7a. Commissioner Introductions

The 14 Commissioners introduced themselves to the public and to each other, including their experiences, passions, and overall view of what they hope to accomplish through the Commission.

Ms. Lorayne Lingate, the County Program Manager, and Twila Kerr, both from the Los Angeles County Executive Office, welcomed the Commissioners and provided with an overview of their role with the Commission.

Ms. Lingate explained the County's responsibilities to provide the CRC with resource support, including the mapping software and database, CRC website, Independent Legal Counsel (Holly O. Whatley, Esq., of Colantuono, Highsmith & Whatley, PC), and the CRC Executive Director (Gayla Kraetsch Hartsough, Ph.D., President, KH Consulting Group). The CRC Executive Director has staffing resources, such as Thai V. Le (GIS Specialist and Technical Support), Carlos Alba (Public Outreach), and others, to assist with the redistricting efforts. The Executive Director can retain Subject Matter Experts (SMEs) as needed to enable Commissioners to accomplish the work at hand. The County is obligated to provide reasonable accommodations.

7b. Commissioner Selection Process (Draft Report) – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director

This item was moved to the end of the Agenda for discussion and consideration. Later in the meeting, this item was continued without discussion to a future meeting.

7c. Consent Under California Professional Rule of Responsibility No. 1.8.6 to Independent Legal Counsel's Representation of the Commission

Holly O. Whatley, Esq., CRC Independent Legal Counsel, reviewed Required Consent. After discussion, the Commissioners approved the Consent for Independent Legal Counsel's Representation of the Commission by Holly O. Whatley, Esq., of Colantuono, Highsmith & Whatley, PC.





LOS ANGELES COUNTY REDISTRICTING 2021

Motion Made:	Commissioner David Holtzman		
Motion Seconded and Third:	Commissioner Priscilla Orpinela-Segura Commissioner Carolyn Williams		
Outcome:	Unanimously approved		
Yes	Commissioner Jean Franklin	Yes	Commissioner Hailes Soto
Yes	Commissioner David Holtzman	Yes	Commissioner Saira Soto
Yes	Commissioner Daniel Mayeda	Yes	Commissioner Priya Sridharan
Yes	Commissioner Mark Mendoza	Yes	Commissioner Brian Stecher
Yes	Commissioner Apolonio Morales	Yes	Commissioner John Vento
Yes	Commissioner Nelson Obregon	Yes	Commissioner Carolyn Williams
Yes	Commissioner Priscilla Orpinela-Segura	Yes	Commissioner Doreena Wong

7d. Overview of Brown Act/Conflict of Interest/ PRA, including the need to complete AB 1234 training online within 60 days

Holly Whatley provided an overview training of the Brown Act, Conflict of Interest, and need to complete AB 1234 training online. In addition, she reviewed the requirement for CRC Commissioners and staff to complete Form 700 and submit it to her by February 5, 2021.

The PRA training will be continued at a later CRC meeting in the interest of time.

Note:

- The Commission took a 5- minute recess at 9:07 p.m.
- The Commission resumed the meeting at 9:15 p.m.

7e. Draft Bylaws – Holly O. Whatley, Esq., CRC Independent Legal Counsel

Holly Whatley presented an overview of the draft Bylaws.

Public speaker comment: The Commissioners received one public comment from Grace Pang, League of Women Voters of Los Angeles, who: 1) encouraged them to not approve the Bylaws at this first meeting. and 2) extend the public comment portion for members of the public to allow for better feedback from the various community groups.

The Commissioners began discussing the Draft Bylaws. Direction was given to return with a simplified set of Bylaws. Commissioners were encouraged to submit their questions and/or comments to Counsel for clarification. These discussions will continue at the next CRC meeting.





LOS ANGELES COUNTY REDISTRICTING 2021

7f. Proposal of 2-4 Community Organizations presentations at each meeting because of importance of community partnerships

Gayla KH mentioned that this is an item for considerations by the Commissioners at a future CRC meeting.

8. FUTURE AGENDA ITEMS

Given that the meeting lasted past 10:00 pm, the Commission did not consider future Agenda Items.

9. EXECUTIVE DIRECTOR'S REPORT

Given that the meeting lasted past 10:00 pm, the Executive Director has deferred this report to the next CRC meeting.

10. ADJOURNMENT

Motion Made:	Commissioner Dan Mayeda
Motion Seconded:	Commissioner Mark Mendoza

The meeting of January 13, 2021 was adjourned at 10:06 p.m.

For information on the CRC and to sign up for receiving future notices or provide written public comment, go to: CommServ@bos.lacounty.gov



**Citizens Independent Commission Meeting
Day, January 20, 2021 at 7:00 p.m.**

LIVE STREAM WILL BEGIN SHORTLY



LOS ANGELES COUNTY
REDISTRICTING
2021





LOS ANGELES COUNTY
REDISTRICTING 2021

Los Angeles County Citizens Redistricting Commission (CRC)

Regular CRC Meeting: January 20, 2021



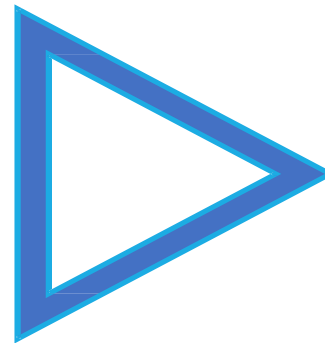


Notice

THIS MEETING IS BEING RECORDED AND WILL BE POSTED AT THE LOS ANGELES COUNTY COMMISSION PUBLICATION SITE: <https://lacounty.gov/compub/>

The CRC Website is currently under development.

This meeting is streaming live at: <https://www.youtube.com/user/GaylaKH>



**During the CRC meeting, if you need technical assistance,
use the Q&A button at the bottom of your Zoom Webinar screen.
Thai Le of KH is there to assist.**

Other Public Comment Submissions: CommServ@bos.lacounty.gov





1. Call to Order

2. Roll Call

Commissioner Jean Franklin
Commissioner David Holtzman
Commissioner Daniel Mayeda
Commissioner Mark Mendoza
Commissioner Apolonio Morales
Commissioner Nelson Obregon
Commissioner Priscilla Orpinela-Segura

Commissioner Hailes Soto
Commissioner Saira Soto
Commissioner Priya Sridharan
Commissioner Brian Stecher
Commissioner John Vento
Commissioner Carolyn Williams
Commissioner Doreena Wong





3. Approval of Agenda





5. Public Comment: General – Matters Not on the Agenda

If you wish to speak, provide the following information through the Q&A button at the bottom of your screen as though you were completing a Public Comment card:

- Public Comment Speaker
- Your Name
- Your Affiliation/Organization

If on a phone line, press *9 to raise your hand. Once called upon, press *6 to unmute and speak.

Each Person Gets 1 Minute

When you speak, share your name and affiliation at the beginning.
If you feel comfortable, please turn on your video while speaking.

If you do not wish to speak, you can also enter public comment through the Q&A button by providing:

- Your Name
- Your Affiliation/Organization
- Your Public Comment to be read aloud





5. Public Comment : General – Matters Not on the Agenda

Public Correspondence Received Posted





5. Consent Items: Minutes

- a. Review and take appropriate action on the January 13, 2021, Draft Los Angeles County Citizens Redistricting Commission (CRC) Minutes.





6. Action/Discussion Items

Overview of Approach

1. Item is introduced
2. Staff present staff report or PowerPoint, if used
3. Commissioners can ask clarifying questions of staff during or after the presentation
4. Public Comment on that specific item is held
5. Public Comment is closed
6. Commission discusses, debates, and votes on the item





6. Public Comment on Agenda Item 6

If you wish to speak, provide the following information through the Q&A button at the bottom of your screen as though you were completing a Public Comment card:

- Public Comment Speaker
- Indicate Agenda Item # (e.g., 6a, 6d)
- Your Name
- Your Affiliation/Organization

If on a phone line, press *9 to raise your hand. Once called upon, press *6 to unmute and speak.

Each Person Gets 1 Minute, including the reading aloud of Public Correspondence Received Posted

If you speak, share your name and affiliation at the beginning.
If you feel comfortable, please turn on your video while speaking.

If you do not wish to speak, you can also enter public comment through the Q&A button by providing:

- Your Name
- Your Affiliation/Organization
- Your Public Comment to be read aloud





6. Action/Discussion Items

- 6a. Discussion and Possible Adoption of Bylaws (continuation) – Holly O. Whatley, Esq., CRC Independent Legal Counsel
- 6b. Discussion and Possible Election of Chair and Vice Chair--Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director
- 6c. Discussion and Possible Approval of Calendar for the Year – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director
- 6d. Discussion of Commissioner Tasks and Potential Formation of Ad Hoc Working Groups – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director
- 6e. Receive and Consider Approval of Commissioner Selection Report – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director



6. Action/Discussion Items

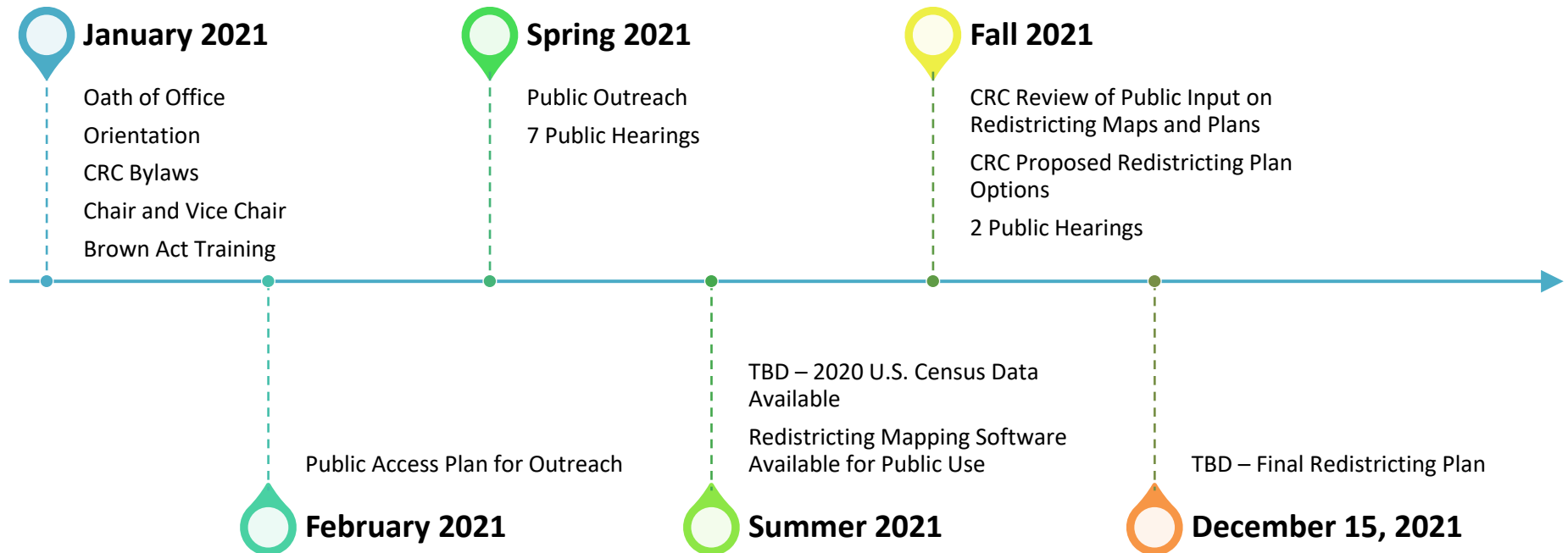
6a. Discussion and Possible Adoption of Bylaws (continuation) – Holly O. Whatley, Esq., CRC
Independent Legal Counsel

- The draft bylaws were initially considered at the January 14, 2021 meeting.
- Although the Commission was not able to get through the full set of bylaws, there was general direction for staff to return with a more streamlined set.
- The current draft does require further Commission input and, in particular, on the highlighted portions.



6. Action/Discussion Items

6c. Discussion and Possible Approval of Calendar for the Year – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director



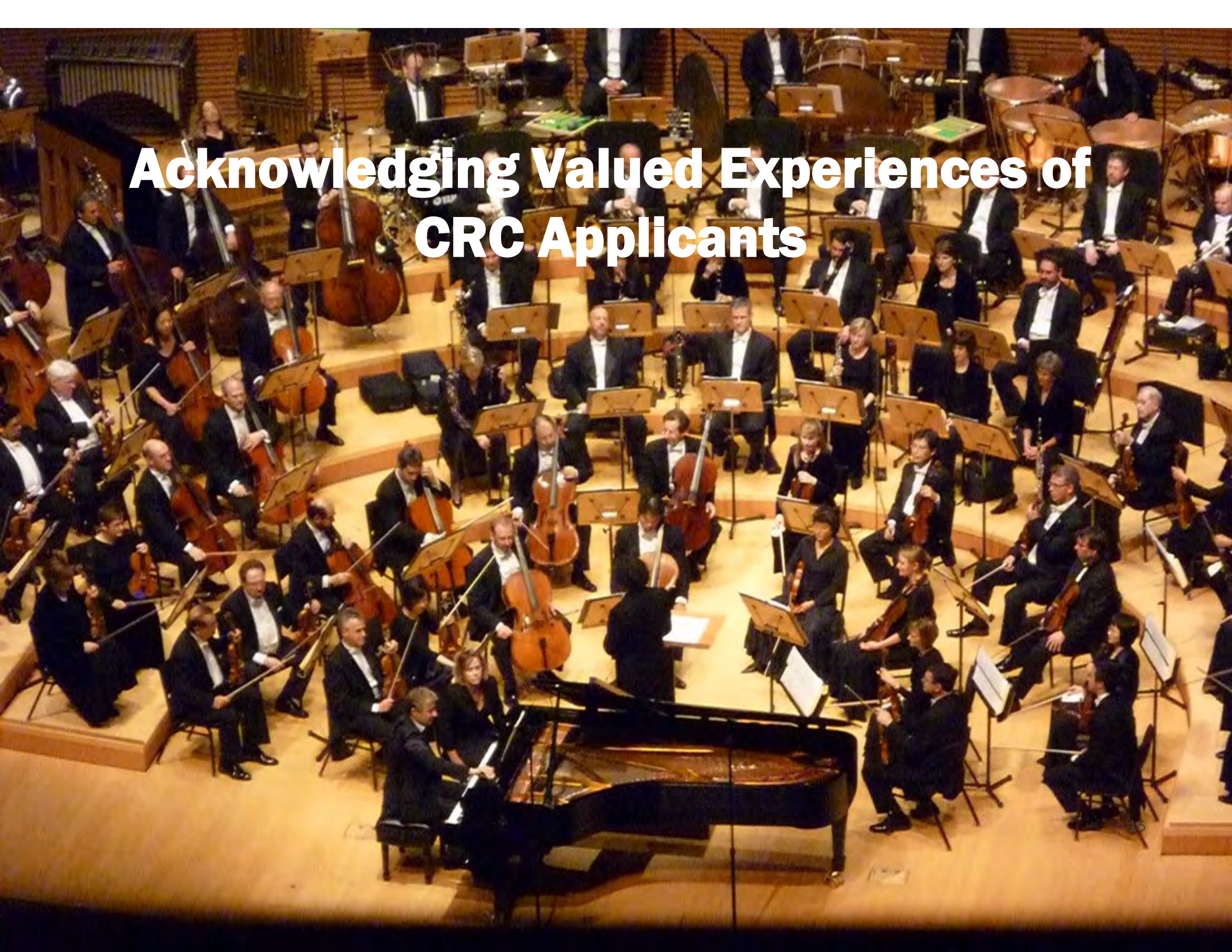


6. Action/Discussion Items

6e. Receive and Consider Approval of Commissioner Selection Report – Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director



Acknowledging Valued Experiences of CRC Applicants





Commissioner Selection Process

Phase 1:

Registrar-Recorder/County Clerk Identification of 60 Most Qualified Applicants

- 741 applications
- 533 qualified applicants
- 60 most qualified



Phase 2:

Auditor-Controller Random Drawing of 8 Commissioners

- 1 randomly drawn per Supervisorial District
- 3 randomly drawn from remaining 55 applicants



Phase 3:

Selection of 6 Additional Commissioners

- Ratings of all 60 applications
 - Holistic approach
 - Scale of 1-10
- List narrowed to reflect:
 - Political party affiliations
 - Diverse demographics
- Slate of 6

Applications available by candidates' first names at: <https://lavote.Net/2020-citizens-redistricting-commission>





7. Future Agenda Items

Commissioners, do we have any “Matters Not Posted”
to be placed on a future agenda?



8. Executive Director's Report

- a. CRC website update
- b. CRC email update
- c. Proposed survey of the public to obtain input regarding CRC values for discussion at a future CRC meeting
- d. Redistricting mapping tools update
- e. Indigenous Land Acknowledgement
- f. Follow up on outstanding “Matters Not Posted” in December 2020 CRC special meetings:
 - i. Different acronym than CRC be considered in the future so there is no confusion with the California Citizens Redistricting Commission



9. Adjournment



Citizens Redistricting Commission Staff

Executive Director

Gayla Kraetsch Hartsough, Ph.D.

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Thai V. Le (Doctoral Candidate, USC)
GIS, Public Policy, and Technical Support

Independent Legal Counsel

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Citizens Independent Commission Meeting

*** RECESS ***

LIVE STREAM WILL RESUME SHORTLY



LOS ANGELES COUNTY
REDISTRICTING
2021



LOS ANGELES COUNTY **REDISTRICTING 2021**

6a. Discussion and Possible Adoption of Bylaws (continuation): Holly O. Whatley, Esq., CRC Independent Legal Counsel



DRAFT—The highlighted portions are placeholders for discussion

BYLAWS FOR THE COUNTY OF LOS ANGELES CITIZENS REDISTRICTING COMMISSION

Article I. Authority

The County of Los Angeles Citizens Redistricting Commission (Commission) is formed under California Elections Code¹ Sections 21530 -21535.

Article II. Purpose

The Commission is to draw the boundary lines of the five single-member supervisorial districts of the County of Los Angeles Board of Supervisors (Board) following each federal decennial census. The Commission is to be independent from the influence of the Board and reasonably representative of the County's diversity.

Article III. Powers and Duties

Section 3.01 Criteria. The CRC shall establish single-member supervisorial districts for the Board pursuant to a mapping process as set forth in section 21534 of the Elections Code.

Section 3.02 Prohibition. The CRC shall not consider the place of residence of any incumbent or political candidate in the creation of a map. Districts shall not be drawn for purposes of favoring or discriminating against an incumbent, political candidate, or political party. (Elections Code section 21534, subd. (b).)

Section 3.03 Public Records. All records of the CRC related to redistricting and all data considered by the CRC in drawing the draft and final maps are public records. (Elections Code section 21534, subd. (d)(1).)

Section 3.04 Public Hearings. The Commission shall conduct the public hearings as required by Elections Code section 21534, subdivisions (c)(2) and (c)(3).

Section 3.05 Redistricting Plan. The Commission shall adopt a redistricting plan drawing the boundaries of the supervisorial districts and shall file the plan with the county elections official by the map adoption deadline set forth in Elections Code Section 21501(a).

¹ Unless otherwise indicated, all statutory references herein are to the California codes.

Article IV. Membership

Section 4.01 Selection. The Commissioners shall be selected in the manner provided by Section 21532 of the Elections Code and created no later than December 31, 2020, and in each year ending in the number zero thereafter.

Section 4.02 Size. The CRC shall be composed of 14 members. (Elections Code section 21532, subd. (c).)

Section 4.03 Qualifications. shall meet all of the following qualifications:

- (a) Commissioners shall meet all of the qualifications set forth in Elections Code section 21532.
- (b) Any CRC Member who ceases to meet these qualifications during their term of service (e.g., moves outside Los Angeles County) must immediately notify the Chairperson and Executive Director in writing of such fact.

Section 4.04 Conduct. Each CRC member shall conduct him or herself in a manner that reinforces public confidence in the integrity of the redistricting process and shall apply Elections Code sections 21530 - 21535 in an impartial manner. (Elections Code section 21533, subd. (a).)

Section 4.05 Conflict of Interest. Each Commissioner shall file a Statement of Economic Interest (Form 700) upon taking office. (Elections Code section 21533, subd. (e) and County's Adopted Conflict of Interest Policy for the Commission.)

Section 4.06 Ethics Training. Each Commissioner shall complete AB 1234 Local Officials Ethics Training offered by the Fair Political Practices Commission within 60 days of taking office and shall provide proof of completion to the Commission's Independent Legal Counsel. Commissioners who completed AB 1234 training in the eighteen months before taking office need not repeat such training upon taking office, but are required to provide proof of such completion to the Commission's Independent Legal Counsel and must also comply with the obligation to repeat such training within two years of their last training.

Section 4.07 Alternates. [OPTION 1] Within 30 days of being sworn in, the Commission shall appoint up to [redacted] alternates from the remaining subpool of eligible applicants. Alternates may not vote and may not be counted towards the establishment of a quorum. They are expected to keep themselves informed of the CRC's business and attend meetings.

Section 4.08 Vacancy.

- (a) A vacancy may arise upon any of the following occurrences:
 - (1) Death of a Commissioner

- (2) Submission of a written notice to the Chairperson and the Executive Director stating a Commissioner's intent to resign; or,
- (3) Removal of a CRC member by a quorum of the CRC due to:
 - i. Three consecutive unexcused absences or five total unexcused absences in a calendar year. An unexcused absence means an absence which is not approved by the Chairperson;
 - ii. A Commissioner's or alternate's failure to continue to meet the qualifications in Elections Code section 21532;
 - iii. Conviction of a felony, violation of election law, the Ralph M. Brown Act, the California Public Records Act, or any crime involving moral turpitude; or
 - iv. Violation of any provision of these By-laws or Elections Code Sections 21530 - 21535.

The decision of the Commission is final and may not be appealed.

- (b) Any vacancy on the Commission shall be filled by the CRC at a meeting called for that purpose within ten business days of the vacancy's occurrence. The Commission shall [OPTION 1] fill the vacancy from among the alternates or [OPTION 2] fill the vacancy from the remaining eligible sub-pool of applicants.
- (c) [OPTION IF ALTERNATES APPOINTED] Any vacancy among the alternates of the Commission will be filled by a vote of nine Commissioners from the sub-pool of eligible applicants.

Section 4.09 Communications.

- (a) Each Commissioner shall use the Commission-provided email address for all communications involving Commission business. Any communication involving Commission business sent to a Commissioner's personal email address shall be forwarded to the Commissioner's Commission-provided email address.
- (b) Commissioners shall not communicate outside of a public meeting with any member of the Board of Supervisors or a Board member's immediate family members or a member's staff regarding redistricting matters.
- (c) The Chairperson is the sole official spokesperson for the Commission unless this responsibility is delegated in writing by the Chairperson or by a vote of nine Commissioners. Except as provided in this subsection, no statements shall be made or action taken by any Commissioner on behalf of or in the name of the CRC unless expressly authorized by the Commission. This does not prevent Commissioners from publication of information regarding the time, place and agendas of upcoming CRC meetings.

- (d) Commissioners shall publicly disclose all substantive communications they have with any member of the public, organizations, or interest groups regarding redistricting outside of public meetings. This disclosure obligation does not extend to discussions with Commission staff or discussions of information regarding the time, place and list of items on the agenda for upcoming meetings.
- (e) Copies of all written, including electronic, communications Commissioners receive regarding redistricting matters, other than from Commission staff, shall be forwarded to the _____ within 24 hours. Oral communications received by Commissioners, other than from Commission staff, must be summarized in writing and forwarded to the _____ within 24 hours of the communication. The _____ shall distribute such forwarded material to all Commissioners and post it on the Commission web site within _____ working days of receipt.
- (f) Commissioners should keep in mind Section _____ above and are encouraged to use caution when communicating about redistricting on any internet platform or social media website, including the use of any digital icons that express emotion in response to a communication.

Article V. Officers

Section 5.01 Chairperson and Vice Chairperson. The officers of the Commission shall be a Chairperson and Vice Chairperson. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Commission.

Section 5.02 Duties of Officers.

- (a) The duties of the Chairperson shall include the following:
 - (1) To preside over Commission meetings, including all meetings and public hearings.
 - (2) To work with the Executive Director to set the meeting agendas.
 - (3) To determine whether a quorum is present subject to the requirements of Section 21533 of the Elections Code.
 - (4) To call special meetings when necessary, subject to the Ralph M. Brown Act.
 - (5) To appoint Commissioners to ad hoc subcommittees as the Commission deems necessary to carry out its work.

- (6) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Commission.
- (b) The duties of the Vice Chairperson shall include the following:
 - (1) To preside over meetings of the Commission in the absence of the Chairperson.
 - (2) To perform any other responsibilities at the direction of the Chairperson.

Section 5.03 Election of Officers.

- (a) Commission officers shall be elected no later than the third meeting of the full Commission following each new constitution of the Commission following each decennial census.
- (b) The term of office is one year from the date of election unless nine Commissioners vote otherwise.
- (c) Officers may serve multiple and/or consecutive terms.

Section 5.04 Succession of Duties. If both the Chairperson and Vice-Chairperson are absent from a meeting, a majority of the members of the Commission present may select a Chairperson Pro Tem.

Article VI. Meetings

Section 6.01 Brown Act. The Commission shall comply with the Ralph M. Brown Act. (Elections Code section 21534, subd. (c).)

Section 6.02 Rules of Order. The rules contained in the 2011 edition of "Rosenberg's Rules of Order," attached as Exhibit A, except as otherwise provided herein, shall govern the Commission in its proceedings. The Commission may adopt additional rules to govern conduct at its meeting and all proceedings. Such rules may be changed by affirmative vote of nine Commissioners.

Section 6.03 Regular Commission Meetings. Regular meetings of the Commission shall be held on the second and fourth Wednesdays of each month, at 7p.m. Unless noticed otherwise, regular meetings during the COVID shut down will be virtual meetings.

Section 6.04 Special Meetings. Special meetings of the Commission may be called in the manner provided by Section 54956 of the Government Code.

Section 6.05 Quorum. Nine members of the Commission shall constitute a quorum. Nine or more affirmative votes shall be required for any official action. (Elections Code section 21533, subd. (c).)

Section 6.06 Agenda Items. Items may be placed on the agenda with approval from the Chairperson. Items may also be placed on the agenda at the request of four or more Commissioners.

Section 6.07 Committees. The Commission may establish ad hoc subcommittees to focus on key issues. Such committees shall consist of less than nine members of the Commission.

Section 6.08 Attendance. Commissioners shall contact the Chairperson and the Executive Director in advance to report meeting absences or tardiness.

Section 6.09 Public comment. Public comment on non-agenda items will be limited to minutes per person, and public comment on agenda items will be limited to minutes per person. The Chairperson may increase or decrease the time per person in the exercise of the Chairperson's discretion. To the extent time is increased or decreased, all persons speaking on a particular item will be given equal time.

Article VII. Adoption and Amendment of Bylaws

Section 7.01 Adoption. These bylaws may be adopted by an affirmative vote of nine Commissioners present at a duly convened regular meeting.

Section 7.02 Amendment. These bylaws may be amended by an affirmative vote of nine Commissioners present at a duly convened regular meeting.

DRY


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ELECTIONS CODE - ELEC

DIVISION 21. STATE AND LOCAL REAPPORTIONMENT [21000 - 23004] (*Division 21 enacted by Stats. 1994, Ch. 920, Sec. 2.*)

CHAPTER 6.3. County of Los Angeles Citizens Redistricting Commission [21530 - 21535] (*Chapter 6.3 added by Stats. 2016, Ch. 781, Sec. 1.*)

21530. As used in this chapter, the following terms have the following meanings:

- (a) "Board" means the Board of Supervisors of the County of Los Angeles.
- (b) "Commission" means the Citizens Redistricting Commission in the County of Los Angeles established pursuant to Section 21532.
- (c) "Immediate family member" means a spouse, child, in-law, parent, or sibling.
(*Added by Stats. 2016, Ch. 781, Sec. 1. (SB 958) Effective January 1, 2017.*)

21531. There is, in the County of Los Angeles, a Citizens Redistricting Commission. In the year following the year in which the decennial federal census is taken, the commission shall adjust the boundary lines of the supervisorial districts of the board in accordance with this chapter.
(*Added by Stats. 2016, Ch. 781, Sec. 1. (SB 958) Effective January 1, 2017.*)

- 21532.** (a) The commission shall be created no later than December 31, 2020, and in each year ending in the number zero thereafter.
- (b) The selection process is designed to produce a commission that is independent from the influence of the board and reasonably representative of the county's diversity.
 - (c) The commission shall consist of 14 members. The political party preferences of the commission members, as shown on the members' most recent affidavits of registration, shall be as proportional as possible to the total number of voters who are registered with each political party in the County of Los Angeles or who decline to state or do not indicate a party preference, as determined by registration at the most recent statewide election. However, the political party or no party preferences of the commission members are not required to be exactly the same as the proportion of political party and no party preferences among the registered voters of the county. At least one commission member shall reside in each of the five existing supervisorial districts of the board.
 - (d) Each commission member shall meet all of the following qualifications:
 - (1) Be a resident of the County of Los Angeles.
 - (2) Be a voter who has been continuously registered in the County of Los Angeles with the same political party or no party preference and who has not changed their political party or no party preference for five or more years immediately preceding the date of their appointment to the commission.
 - (3) Have voted in at least one of the last three statewide elections immediately preceding their application to be a member of the commission.
 - (4) Within the 10 years immediately preceding the date of application to the commission, neither the applicant, nor an immediate family member of the applicant, has done any of the following:
 - (A) Been appointed to, elected to, or have been a candidate for office at the local, state, or federal level representing the County of Los Angeles, including as a member of the board.
 - (B) Served as an employee of, or paid consultant for, an elected representative at the local, state, or federal level representing the County of Los Angeles.

(C) Served as an employee of, or paid consultant for, a candidate for office at the local, state, or federal level representing the County of Los Angeles.

(D) Served as an officer, employee, or paid consultant of a political party or as an appointed member of a political party central committee.

(E) Been a registered state or local lobbyist.

(5) Possess experience that demonstrates analytical skills relevant to the redistricting process and voting rights, and possess an ability to comprehend and apply the applicable state and federal legal requirements.

(6) Possess experience that demonstrates an ability to be impartial.

(7) Possess experience that demonstrates an appreciation for the diverse demographics and geography of the County of Los Angeles.

(e) An interested person meeting the qualifications specified in subdivision (d) may submit an application to the county elections official to be considered for membership on the commission. The county elections official shall review the applications and eliminate applicants who do not meet the specified qualifications.

(f) (1) From the pool of qualified applicants, the county elections official shall select 60 of the most qualified applicants, taking into account the requirements described in subdivision (c). The county elections official shall make public the names of the 60 most qualified applicants for at least 30 days. The county elections official shall not communicate with a member of the board, or an agent for a member of the board, about any matter related to the nomination process or applicants before the publication of the list of the 60 most qualified applicants.

(2) During the period described in paragraph (1), the county elections official may eliminate any of the previously selected applicants if the official becomes aware that the applicant does not meet the qualifications specified in subdivision (d).

(g) (1) After complying with the requirements of subdivision (f), the county elections official shall create a subpool for each of the five existing supervisorial districts of the board.

(2) (A) At a regularly scheduled meeting of the board, the Auditor-Controller of the County of Los Angeles shall conduct a random drawing to select one commissioner from each of the five subpools established by the county elections official.

(B) After completing the random drawing pursuant to subparagraph (A), at the same meeting of the board, the Auditor-Controller shall conduct a random drawing from all of the remaining applicants, without respect to subpools, to select three additional commissioners.

(h) (1) The eight selected commissioners shall review the remaining names in the subpools of applicants and shall appoint six additional applicants to the commission.

(2) The six appointees shall be chosen based on relevant experience, analytical skills, and ability to be impartial, and to ensure that the commission reflects the county's diversity, including racial, ethnic, geographic, and gender diversity. However, formulas or specific ratios shall not be applied for this purpose. The eight commissioners shall also consider political party preference, selecting applicants so that the political party preference of the members of the commission complies with subdivision (c).

(Amended by Stats. 2020, Ch. 107, Sec. 1. (SB 158) Effective September 18, 2020.)

21533. (a) A commission member shall apply this chapter in a manner that is impartial and that reinforces public confidence in the integrity of the redistricting process.

(b) The term of office of each member of the commission expires upon the appointment of the first member of the succeeding commission.

(c) Nine members of the commission shall constitute a quorum. Nine or more affirmative votes shall be required for any official action.

(d) (1) The commission shall not retain a consultant who would not be qualified as an applicant pursuant to paragraph (4) of subdivision (d) of Section 21532.

(2) For purposes of this subdivision, "consultant" means a person, whether or not compensated, retained to advise the commission or a commission member regarding any aspect of the redistricting process.

(e) Each commission member shall be a designated employee for purposes of the conflict of interest code adopted by the County of Los Angeles pursuant to Article 3 (commencing with Section 87300) of Chapter 7 of Title 9 of the Government Code.

(Added by Stats. 2016, Ch. 781, Sec. 1. (SB 958) Effective January 1, 2017.)

21534. (a) The commission shall establish single-member supervisorial districts for the board pursuant to a mapping process using the following criteria as set forth in the following order of priority:

(1) (A) Districts shall comply with the United States Constitution and each district shall have a reasonably equal population with other districts for the board, except where deviation is required to comply with the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10101 et seq.) or allowable by law.

(B) Population equality shall be based on the total population of residents of the county as determined by the most recent federal decennial census for which the redistricting data described in Public Law 94-171 are available.

(C) Notwithstanding subparagraph (B), an incarcerated person, as that term is used in Section 21003, shall not be counted towards the county's population, except for an incarcerated person whose last known place of residence may be assigned to a census block in the county, if information about the last known place of residence for incarcerated persons is included in the computerized database for redistricting that is developed in accordance with subdivision (b) of Section 8253 of the Government Code, and that database is made publicly available.

(2) Districts shall comply with the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10101 et seq.).

(3) Districts shall be geographically contiguous.

(4) The geographic integrity of any city, local neighborhood, or local community of interest shall be respected in a manner that minimizes its division to the extent possible without violating the requirements of paragraphs (1) to (3), inclusive. A community of interest is a contiguous population that shares common social and economic interests that should be included within a single district for purposes of its effective and fair representation. Communities of interest shall not include relationships with political parties, incumbents, or political candidates.

(5) To the extent practicable, and where this does not conflict with paragraphs (1) to (4), inclusive, districts shall be drawn to encourage geographical compactness such that nearby areas of population are not bypassed for more distant areas of population.

(b) The place of residence of any incumbent or political candidate shall not be considered in the creation of a map. Districts shall not be drawn for purposes of favoring or discriminating against an incumbent, political candidate, or political party.

(c) (1) The commission shall comply with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

(2) (A) Before the commission draws a map, the commission shall conduct at least seven public hearings, to take place over a period of no fewer than 30 days, with at least one public hearing held in each supervisorial district.

(B) In the event any state or local health order prohibits large gatherings, the commission may modify the location of the hearings, including use of virtual hearings that use technology to permit remote viewing and participation, to the extent required to comply with public health requirements. If the commission modifies the location of a hearing, it shall provide opportunities to view and listen to proceedings by video, to listen to proceedings by phone, and to provide public comment by phone and in writing with no limitation on the number of commenters. The commission shall, to the greatest extent practicable, provide an opportunity for in-person participation for at least one hearing in each supervisorial district. Methods for providing in-person participation may include, but are not limited to, setting up multiple rooms with audiovisual connections to the hearing, allowing community members to make appointments to make public comment, providing personal protective equipment, or holding hearings in outdoor spaces.

(3) After the commission draws a draft map, the commission shall do both of the following:

(A) Post the map for public comment on the internet website of the County of Los Angeles.

(B) Conduct at least two public hearings to take place over a period of no fewer than 30 days.

(4) (A) The commission shall establish and make available to the public a calendar of all public hearings described in paragraphs (2) and (3). Hearings shall be scheduled at various times and days of the week to accommodate a variety of work schedules and to reach as large an audience as possible.

(B) Notwithstanding Section 54954.2 of the Government Code, the commission shall post the agenda for the public hearings described in paragraphs (2) and (3) at least seven days before the hearings. The agenda for a meeting required by paragraph (3) shall include a copy of the draft map.

(5) (A) The commission shall arrange for the live translation of a hearing held pursuant to this chapter in an applicable language if a request for translation is made at least 24 hours before the hearing.

(B) For purposes of this paragraph, an "applicable language" means a language for which the number of residents of the County of Los Angeles who are members of a language minority is greater than or equal to 3 percent of the total voting age residents of the county.

(6) The commission shall take steps to encourage county residents to participate in the redistricting public review process. These steps may include:

(A) Providing information through media, social media, and public service announcements.

(B) Coordinating with community organizations.

(C) Posting information on the internet website of the County of Los Angeles that explains the redistricting process and includes a notice of each public hearing and the procedures for testifying during a hearing or submitting written testimony directly to the commission.

(7) The board shall take all steps necessary to ensure that a complete and accurate computerized database is available for redistricting, and that procedures are in place to provide to the public ready access to redistricting data and computer software equivalent to what is available to the commission members.

(8) The board shall provide reasonable funding and staffing for the commission.

(9) All records of the commission relating to redistricting, and all data considered by the commission in drawing a draft map or the final map, are public records.

(d) (1) The commission shall adopt a redistricting plan adjusting the boundaries of the supervisorial districts and shall file the plan with the county elections official by the map adoption deadline set forth in subdivision (a) of Section 21501. The commission shall not release a draft map before the date set forth in paragraph (3) of subdivision (d) of Section 21508.

(2) The plan shall be subject to referendum in the same manner as ordinances.

(3) The commission shall issue, with the final map, a report that explains the basis on which the commission made its decisions in achieving compliance with the criteria described in subdivisions (a) and (b).

(Amended by Stats. 2020, Ch. 90, Sec. 7. (AB 1276) Effective January 1, 2021.)

21535. A commission member shall be ineligible for a period of five years beginning from the date of appointment to hold elective public office at the federal, state, county, or city level in this state. A commission member shall be ineligible for a period of three years beginning from the date of appointment to hold appointive federal, state, or local public office, to serve as paid staff for, or as a paid consultant to, the Board of Equalization, the Congress, the Legislature, or any individual legislator, or to register as a federal, state, or local lobbyist in this state.

(Amended by Stats. 2017, Ch. 561, Sec. 53. (AB 1516) Effective January 1, 2018.)



Rosenberg's Rules of Order

REVISED 2011

Simple Rules of Parliamentary Procedure for the 21st Century

By Judge Dave Rosenberg



MISSION AND CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

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To be recognized and respected as the leading advocate for the common interests of California's cities.

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ABOUT THE AUTHOR

Dave Rosenberg is a Superior Court Judge in Yolo County. He has served as presiding judge of his court, and as presiding judge of the Superior Court Appellate Division. He also has served as chair of the Trial Court Presiding Judges Advisory Committee (the committee composed of all 58 California presiding judges) and as an advisory member of the California Judicial Council. Prior to his appointment to the bench, Rosenberg was member of the Yolo County Board of Supervisors, where he served two terms as chair. Rosenberg also served on the Davis City Council, including two terms as mayor. He has served on the senior staff of two governors, and worked for 19 years in private law practice. Rosenberg has served as a member and chair of numerous state, regional and local boards. Rosenberg chaired the California State Lottery Commission, the California Victim Compensation and Government Claims Board, the Yolo-Solano Air Quality Management District, the Yolo County Economic Development Commission, and the Yolo County Criminal Justice Cabinet. For many years, he has taught classes on parliamentary procedure and has served as parliamentarian for large and small bodies.



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INTRODUCTION

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules — *Robert's Rules of Order* — which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time and for another purpose. If one is chairing or running a parliament, then *Robert's Rules of Order* is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of say, a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of *Rosenberg's Rules of Order*.

What follows is my version of the rules of parliamentary procedure, based on my decades of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed. Interestingly enough, *Rosenberg's Rules* has found a welcoming audience. Hundreds of cities, counties, special districts, committees, boards, commissions, neighborhood associations and private corporations and companies have adopted *Rosenberg's Rules* in lieu of *Robert's Rules* because they have found them practical, logical, simple, easy to learn and user friendly.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars:

1. **Rules should establish order.** The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.
2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.
3. **Rules should be user friendly.** That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, while fully participating in the process.

Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A quorum is defined as the minimum number of members of the body who must be present at a meeting for business to be legally transacted. The default rule is that a quorum is one more than half the body. For example, in a five-member body a quorum is three. When the body has three members present, it can legally transact business. If the body has less than a quorum of members present, it cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose the quorum during the meeting when a member departs (or even when a member leaves the dais). When that occurs the body loses its ability to transact business until and unless a quorum is reestablished.

The default rule, identified above, however, gives way to a specific rule of the body that establishes a quorum. For example, the rules of a particular five-member body may indicate that a quorum is four members for that particular body. The body must follow the rules it has established for its quorum. In the absence of such a specific rule, the quorum is one more than half the members of the body.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the chair of the body who is charged with applying the rules of conduct of the meeting. The chair should be well versed in those rules. For all intents and purposes, the chair makes the final ruling on the rules every time the chair states an action. In fact, all decisions by the chair are final unless overruled by the body itself.

Since the chair runs the conduct of the meeting, it is usual courtesy for the chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the chair should not participate in the debate or discussion. To the contrary, as a member of the body, the chair has the full right to participate in the debate, discussion and decision-making of the body. What the chair should do, however, is strive to be the last to speak at the discussion and debate stage. The chair should not make or second a motion unless the chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. Each agenda item can be handled by the chair in the following basic format:

First, the chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of public speakers. At the conclusion of the public comments, the chair should announce that public input has concluded (or the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion. The chair should announce the name of the member of the body who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member of the body who seconds the motion. It is normally good practice for a motion to require a second before proceeding to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion.

This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then asking for the “nays” normally does this. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise (or unless a super majority is required as delineated later in these rules), then a simple majority (as defined in law or the rules of the body as delineated later in these rules) determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring a 10-day notice for all future meetings of this body.”

Motions in General

Motions are the vehicles for decision making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member’s desired approach with the words “I move . . .”

A typical motion might be: “I move that we give a 10-day notice in the future for all our meetings.”

The chair usually initiates the motion in one of three ways:

1. **Inviting the members of the body to make a motion**, for example, “A motion at this time would be in order.”
2. **Suggesting a motion to the members of the body**, “A motion would be in order that we give a 10-day notice in the future for all our meetings.”
3. **Making the motion**. As noted, the chair has every right as a member of the body to make a motion, but should normally do so only if the chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body’s consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”

The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

“Motions to amend” and “substitute motions” are often confused, but they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a “motion to amend” or a “substitute motion” is left to the chair. So if a member makes what that member calls a “motion to amend,” but the chair determines that it is really a “substitute motion,” then the chair’s designation governs.

A “friendly amendment” is a practical parliamentary tool that is simple, informal, saves time and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a member who has the floor may simply say, “I want to suggest a friendly amendment to the motion.” The member suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accepts the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The chair can reject a fourth motion until the chair has dealt with the three that are on the floor and has resolved them. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the chair.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed *first* on the *last* motion that is made. For example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows:

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passed*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions.

Second, if the substitute motion *failed*, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would then move to consider the main motion (the first motion) as *amended*. If the motion to amend *failed*, the chair would then move to consider the main motion (the first motion) in its original format, not amended.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or if *amended*, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

Motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

Motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

Motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on “hold.” The motion can contain a specific time in which the item can come back to the body. “I move we table this item until our regular meeting in October.” Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

Motion to limit debate. The most common form of this motion is to say, “I move the previous question” or “I move the question” or “I call the question” or sometimes someone simply shouts out “question.” As a practical matter, when a member calls out one of these phrases, the chair can expedite matters by treating it as a “request” rather than as a formal motion. The chair can simply inquire of the body, “any further discussion?” If no one wishes to have further discussion, then the chair can go right to the pending motion that is on the floor. However, if even one person wishes to discuss the pending motion further, then at that point, the chair should treat the call for the “question” as a formal motion, and proceed to it.

When a member of the body makes such a motion (“I move the previous question”), the member is really saying: “I’ve had enough debate. Let’s get on with the vote.” When such a motion is made, the chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body.

NOTE: A motion to limit debate could include a time limit. For example: “I move we limit debate on this agenda item to 15 minutes.” Even in this format, the motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass:

Motion to limit debate. Whether a member says, “I move the previous question,” or “I move the question,” or “I call the question,” or “I move to limit debate,” it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body (such as the chair), nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

Counting Votes

The matter of counting votes starts simple, but can become complicated.

Usually, it’s pretty easy to determine whether a particular motion passed or whether it was defeated. If a simple majority vote is needed to pass a motion, then one vote more than 50 percent of the body is required. For example, in a five-member body, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion, then how many affirmative votes are required? The simple rule of thumb is to count the “no” votes and double that count to determine how many “yes” votes are needed to pass a particular motion. For example, in a seven-member body, if two members vote “no” then the “yes” vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

What about tie votes? In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, in a five-member body, if the vote is two in favor and two opposed, with one member absent, the motion is defeated.

Vote counting starts to become complicated when members vote “abstain” or in the case of a written ballot, cast a blank (or unreadable) ballot. Do these votes count, and if so, how does one count them? The starting point is always to check the statutes.

In California, for example, for an action of a board of supervisors to be valid and binding, the action must be approved by a majority of the board. (California Government Code Section 25005.) Typically, this means three of the five members of the board must vote affirmatively in favor of the action. A vote of 2-1 would not be sufficient. A vote of 3-0 with two abstentions would be sufficient. In general law cities in

California, as another example, resolutions or orders for the payment of money and all ordinances require a recorded vote of the total members of the city council. (California Government Code Section 36936.) Cities with charters may prescribe their own vote requirements. Local elected officials are always well-advised to consult with their local agency counsel on how state law may affect the vote count.

After consulting state statutes, step number two is to check the rules of the body. If the rules of the body say that you count votes of “those present” then you treat abstentions one way. However, if the rules of the body say that you count the votes of those “present and voting,” then you treat abstentions a different way. And if the rules of the body are silent on the subject, then the general rule of thumb (and default rule) is that you count all votes that are “present and voting.”

Accordingly, under the “present and voting” system, you would **NOT** count abstention votes on the motion. Members who abstain are counted for purposes of determining quorum (they are “present”), but you treat the abstention votes on the motion as if they did not exist (they are not “voting”). On the other hand, if the rules of the body specifically say that you count votes of those “present” then you **DO** count abstention votes both in establishing the quorum and on the motion. In this event, the abstention votes act just like “no” votes.

How does this work in practice?

Here are a few examples.

Assume that a five-member city council is voting on a motion that requires a simple majority vote to pass, and assume further that the body has no specific rule on counting votes. Accordingly, the default rule kicks in and we count all votes of members that are “present and voting.” If the vote on the motion is 3-2, the motion passes. If the motion is 2-2 with one abstention, the motion fails.

Assume a five-member city council voting on a motion that requires a two-thirds majority vote to pass, and further assume that the body has no specific rule on counting votes. Again, the default rule applies. If the vote is 3-2, the motion fails for lack of a two-thirds majority. If the vote is 4-1, the motion passes with a clear two-thirds majority. A vote of three “yes,” one “no” and one “abstain” also results in passage of the motion. Once again, the abstention is counted only for the purpose of determining quorum, but on the actual vote on the motion, it is as if the abstention vote never existed — so an effective 3-1 vote is clearly a two-thirds majority vote.

Now, change the scenario slightly. Assume the same five-member city council voting on a motion that requires a two-thirds majority vote to pass, but now assume that the body **DOES** have a specific rule requiring a two-thirds vote of members “present.” Under this specific rule, we must count the members present not only for quorum but also for the motion. In this scenario, any abstention has the same force and effect as if it were a “no” vote. Accordingly, if the votes were three “yes,” one “no” and one “abstain,” then the motion fails. The abstention in this case is treated like a “no” vote and effective vote of 3-2 is not enough to pass two-thirds majority muster.

Now, exactly how does a member cast an “abstention” vote?

Any time a member votes “abstain” or says, “I abstain,” that is an abstention. However, if a member votes “present” that is also treated as an abstention (the member is essentially saying, “Count me for purposes of a quorum, but my vote on the issue is abstain.”) In fact, any manifestation of intention not to vote either “yes” or “no” on the pending motion may be treated by the chair as an abstention. If written ballots are cast, a blank or unreadable ballot is counted as an abstention as well.

Can a member vote “absent” or “count me as absent?” Interesting question. The ruling on this is up to the chair. The better approach is for the chair to count this as if the member had left his/her chair and is actually “absent.” That, of course, affects the quorum. However, the chair may also treat this as a vote to abstain, particularly if the person does not actually leave the dais.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself; the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to consider is made and passed.

A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body — including a member who voted in the minority on the original motion — may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is “no.” There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be, “point of privilege.” The chair would then ask the interrupter to “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person’s ability to hear.

Order. The proper interruption would be, “point of order.” Again, the chair would ask the interrupter to “state your point.” Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, “return to the agenda.” If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair’s determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.



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BYLAWS AND OPERATING PROCEDURES
OF THE COUNTY OF SAN DIEGO
INDEPENDENT REDISTRICTING COMMISSION

Date Adopted: December 10, 2020

ARTICLE I – PURPOSE AND AUTHORITY

Section 1. The purpose and authority for the establishment and operation of the County of San Diego Independent Redistricting Commission (Commission) is set forth in California Elections Code section 21550 through 21553 and Article IV of the Charter of the County of San Diego.

Section 2. On October 13, 2020, at a regular meeting of the Board of Supervisors, the Clerk of the Board of Supervisors (Clerk of the Board) conducted a random drawing to select eight (8) Commissioners from an original pool of sixty (60) qualified applicants.

Section 3. Elections Code section 21550 (g) requires the eight (8) selected Commissioners to review the remaining names in the subpools of applicants and appoint six (6) additional applicants to the Commission. Elections Code section 21550(b)(1) requires the full Commission to be created no later than December 31, 2020.

Section 4. The eight (8) randomly selected Commissioners appointed six (6) additional applicants to the Commission on November 20, 2020, pursuant to the criteria established by Elections Code section 21550(c).

Section 5. The Commission is required to establish single-member supervisorial districts for the Board of Supervisors pursuant to a mapping process using criteria as set forth in Elections Code section 21552 and Article IV of the County Charter.

Section 6. Elections Code section 21552 requires the Commission to adopt a redistricting plan adjusting the boundaries of the supervisorial districts and file the plan with the Clerk of the Board no later than December 15, 2021.

ARTICLE II - COMMISSIONERS

Section 1. The Commission shall be comprised of fourteen (14) Commissioners: the eight (8) Commissioners selected by random drawing on October 13, 2020, and the six (6) Commissioners appointed on November 20, 2020.

Section 2. Commissioners shall receive no compensation, but shall be eligible for reimbursement of pre-approved expenses actually incurred and reimbursement of reasonable mileage for Commission business, if applicable.

Section 3. All Commissioners shall complete the Fair Political Practices Commission training titled AB 1234 Local Officials Ethics Training within six (6) months of selection to the Commission and shall provide proof of completion to the Clerk of the Board.

Section 4. All Commissioners shall file a Statement of Economic Interests (Form 700) upon taking office.

Section 5. Commissioners are expected to attend all meetings.

Section 6. Commissioners shall not communicate outside of a public meeting with any member of the Board of Supervisors or a member's immediate family members or a member's staff regarding redistricting matters. This section shall not restrict the Commission Chairperson from communicating with staff regarding administrative matters of the Commission.

Section 7. Commissioners shall publicly disclose pursuant to Section 8 below all substantive communications (including written, electronic, and oral communications) they have with any member of the public, organizations or interest groups regarding redistricting outside of the public meetings. This provision is not intended to prohibit the discussion of procedural information, such as discussion of the time, place and list of items on the agendas of upcoming meetings.

Section 8. Copies of all written and electronic communications received by a Commissioner regarding redistricting matters shall be forwarded to the Clerk of the Commission for distribution to all Commissioners and posting on the Commission website within 24 hours of receipt. Oral communications received by a Commissioner must be summarized in a writing by that Commissioner and forwarded to the Clerk of the Commission within 24 hours of the communication for posting on the Commission website. The Clerk of the Commission will keep a log of all substantive communications received outside of public meetings. The log will include the name of the person or organization, date of communication, and general description of where the communication can be located on the Commission website. The log will be published on the Commission website.

Section 9. Commissioners shall not communicate on the subject of redistricting on any internet platform or social media website. "Communicate" includes oral or written communication and includes the use of digital icons that express emotion in response to a communication. This section is not intended to prohibit the publication of information regarding the time, place and agendas of upcoming Commission meetings.

Section 10. Except as provided in Article III, Section 3, no statements shall be made, or action taken by, any Commission member on behalf of or in the name of the Commission unless specifically authorized by the Commission.

Section 11. Commissioners shall use the County-provided email address for all communications involving Commission business. Any communications involving Commission business not sent to a Commissioner's County-provided email (e.g. sent to a personal email or by

text or other such electronic means of communication) shall be forwarded to the Commissioner's County-provided email address.

Section 12. Any vacancy on the Commission will be filled by the Commission at a meeting called for that purpose within seven (7) business days. The Commission shall select a commissioner from the remaining eligible applicants.

Section 13. A vacancy shall occur upon the following occurrence:

(a) Death or resignation;

(b) A finding by the Commission that a Commissioner has more than (3) unexcused absences from Commission meetings. An unexcused absence shall mean an absence which is not approved by the Chairperson.

(c) A violation of Section 6, above.

ARTICLE III – OFFICERS AND STAFF

Section 1. The eight (8) selected Commissioners shall select an Interim Chairperson and an Interim Vice Chairperson who will serve in this capacity until the full Commission is selected and seated. Thereafter, the full Commission shall select from its membership a Chairperson and a Vice Chairperson and any other officers it deems necessary. The Commission officers may rotate.

Section 2. If an office is vacated, the Chairperson may temporarily appoint a member of the Commission to fill the vacancy until a new officer is selected by the full Commission.

Section 3. In addition to the authority granted by these Bylaws and Operating Procedures, the Chairperson will convene and preside over regular and special Commission meetings and perform duties otherwise established by these Bylaws and Operating Procedures. The Chairperson is the sole official spokesperson for the Commission unless this responsibility is delegated in writing. Any inquiries will be directed to the attention of the Chairperson. The Chairperson assigns coordinating duties to the Vice Chairperson as necessary.

Section 4. In the absence of the Chairperson, the Vice Chairperson assumes the duties and responsibilities of that office.

Section 5. The Clerk of the Commission will record the minutes of all Commission meetings and handle correspondence. The Clerk of the Commission keeps the roll, certifies the presence of a quorum, and keeps records of actions as they occur at each meeting. The Clerk of the Commission will post notices of meetings as required by law and maintain all records of the Commission's business.

Section 6. Commission staff shall make its best effort to count the number of members of the public attending a meeting and enter such tally into that meeting's minutes. Commission staff shall also make its best effort to include the number of phone calls, emails, and visits staff received from the public in the previous month.

ARTICLE IV - MEETINGS

Section 1. The Commission is subject to the Ralph M. Brown Act.

Section 2. At least nine (9) Commissioners of the 14-member Commission constitute a quorum and are required to take affirmative action. Less than a quorum may adjourn a meeting.

Section 3. Voting is done on the basis of one vote per person. No proxy or absentee voting is permitted. Nine or more affirmative votes shall be required for any official action.

Section 4. Except as otherwise provided by these Bylaws and Operating Procedures, Rosenberg's Rules of Order shall govern the procedure at meetings of the Commission. https://www.cacities.org/Resources/Open-Government/RosenbergText_2011.aspx. The Chairperson or Commission may formulate additional specific procedural rules of order to govern the conduct of its meetings. A technical defect in following the rules governing Commission meetings shall not invalidate official action taken by nine or more affirmative votes.

Section 5. The full Commission, once seated, shall adopt a regular schedule for meeting twice per month. The regular schedule can be modified by the Commission. The Commission may schedule additional meetings.

Section 6. All Commission meeting schedules will be posted online together with the agendas. Meetings will be recorded and posted online.

Section 7. Public comment on non-agenda items will be limited to 2 minutes per person, and public comment on agenda items will be limited to 3 minutes per person. The Commission Chairperson may increase or decrease the time per person in the exercise of the Chairperson's sound discretion, provided, however, that to the extent time is increased or decreased, all persons speaking on a particular item will be given equal time. The Chairperson may reopen public comment on an item on the agenda in the exercise of the Chairperson's sound discretion.

ARTICLE V - ADDITIONAL PROVISIONS

Section 1. These Bylaws and Operating Procedures may be amended by a vote of nine (9) of the fourteen (14) the Commissioners.

Section 2. In addition to the Bylaws and Operating Procedures, the Chairperson or Commission may prepare and establish rules and regulations for the conduct of its business.

These Bylaws and Operating Procedures were approved by the County of San Diego Independent Redistricting Commission on December 10, 2020.

[DRAFT] ~~The highlighted portions are placeholders for discussion~~

BYLAWS ~~FOR OF~~ THE COUNTY OF LOS ANGELES CITIZENS REDISTRICTING COMMISSION
[DATE]

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Article I. Authority

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The County of Los Angeles Citizens Redistricting Commission (Commission) is formed under Chapter 6.3 of Division 21 of the California Elections Code¹ (~~s~~Sections 21530 ~~--~~21535).

Article II. Purpose

The Commission "~~shall is to draw adjust~~ the boundary lines of the ~~five single member~~ supervisorial districts" of the Board of Supervisors of the County of Los Angeles ~~Board of Supervisors~~ (Board) "~~[i]n the year following the year in which the decennial federal census is taken.~~" (Elections Code section 21531) ~~following each federal decennial census. The Commission is to be independent from the influence of the Board and reasonably representative of the County's diversity.~~

Article III. Powers and Duties

Section 3.01 ~~The Commission has the powers and duties set forth in the chapter of the Elections Code under which it was formed. Criteria. The CRC shall establish single member supervisorial districts for the Board pursuant to a mapping process as set forth in section 21534 of the Elections Code.~~

Section 3.02 ~~Commission members are subject to the conflict of interest code the Board enacted for the Commission on January 5, 2021. (See Statement of Proceedings, http://file.lacounty.gov/SDSInter/bos/sop/1101631_010521.pdf, page 27 [item 25].) "Each commission member [is] a designated employee" for purposes of that code. (Elections Code section 21533(e).)~~

Field Code Changed

Section 3.02 ~~Prohibition. The CRC shall not consider the place of residence of any incumbent or political candidate in the creation of a map. Districts shall not be drawn for purposes of favoring or discriminating against an incumbent, political candidate, or political party. (Elections Code section 21534, subd. (b).)~~

Section 3.03 ~~Public Records. Commission members should be aware that "[a]ll records of the commission relating to redistricting, and all data considered by the commission in drawing a draft map or the final map, are public records." (Elections Code section 21534(c)(9).) All records of the CRC related to redistricting and all data considered by the CRC~~

¹ Unless otherwise indicated, all statutory references herein are to the California codes.

~~in drawing the draft and final maps are public records. (Elections Code section 21534, subd. (d)(1).)~~

~~Section 3.04 — Public Hearings. The Commission shall conduct the public hearings as required by Elections Code section 21534, subdivisions (c)(2) and (c)(3).~~

~~Section 3.05 — Redistricting Plan. The Commission shall adopt a redistricting plan drawing the boundaries of the supervisorial districts and shall file the plan with the county elections official by the map adoption deadline set forth in Elections Code Section 21501(a).~~

~~⁴Unless otherwise indicated, all statutory references herein are to the California codes.~~

Article IV. Membership

~~Section 4.01 — Selection. The Commission's members (Commissioners) ~~are have been or~~ shall be selected in the manner provided by ~~Section 21532 of the~~ Elections Code section 21532 ~~and created no later than December 31, 2020, and in each year ending in the number zero thereafter.~~~~

~~Section 4.02 — Size. The CRC shall be composed of 14 members. (Elections Code section 21532, subd. (c).)~~

~~Section 4.03 — Qualifications. shall meet all of the following qualifications:~~

~~(a) — Commissioners shall meet all of the qualifications set forth in Elections Code section 21532.~~

~~(b) — Any CRC Member who ceases to meet these qualifications during their term of service (e.g., moves outside Los Angeles County) must immediately notify the Chairperson and Executive Director in writing of such fact.~~

~~Section 4.04 — Conduct. Each CRC member shall conduct him or herself in a manner that reinforces public confidence in the integrity of the redistricting process and shall apply Elections Code sections 21530 — 21535 in an impartial manner. (Elections Code section 21533, subd. (a).)~~

~~Section 4.05 — Conflict of Interest. Each Commissioner shall timely file with the appropriate official or office a Statement of Economic Interests (California Fair Political Practices Commission Form 700, or its successor) as required ~~upon taking office. (Elections Code section 21533, subd. (e) and by the County's Adopted conflict of interest code referenced in Section 3.02 of these bylaws. Conflict of Interest Policy for the Commission.)~~~~

~~Section 4.06 — Ethics Training. Each Commissioner shall complete the AB 1234 "Local Officials Ethics Training Course" offered by the Fair Political Practices Commission (see <https://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html>) within 60 days of taking office and shall provide proof of completion to the Commission's ~~Independent~~ Legal Counsel or appropriate county official.~~

~~Commissioners who completed AB 1234 training in the eighteen months before taking office need not repeat such training upon taking office, but are required to provide proof of such~~

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completion to the Commission's ~~Independent~~ Legal Counsel or appropriate county official and must also comply with the obligation to repeat such training within two years of their last training.

~~Section 4.07 — Alternates. [OPTION 1] Within 30 days of being sworn in, the Commission shall appoint up to _____ alternates from the remaining subpool of eligible applicants. Alternates may not vote and may not be counted towards the establishment of a quorum. They are expected to keep themselves informed of the CRC's business and attend meetings.~~

Section 4.04~~8~~ Vacancy.

(a) A vacancy on the Commission may arise upon any of the following occurrences:

(1) Death of a Commissioner

(2) Submission of a written notice to the Chairperson and the Executive Director stating a Commissioner's intent to resign; or,

(3) Removal of a CRC member by a quorum of the CRC due to a recorded affirmative vote of nine(9) Commissioners, due to:

- i. Three consecutive unexcused absences or five total unexcused absences in a calendar year. An unexcused absence means an absence which is not approved by the Chairperson or a written statement signed by nine (9) Commissioners;
- ii. A Commissioner's ~~or alternate's~~ failure to continue to meet the qualifications in the Elections Code section 21532;
- iii. Conviction of a felony, of violation of election law, ~~the Ralph M. Brown Act, the California Public Records Act,~~ or of any crime involving moral turpitude; or
- iv. Violation of any provision of these By-laws ~~or Elections Code Sections 21530–21535.~~

~~The decision of the Commission is final and may not be appealed.~~

(b) ~~Any~~ The Commission may fill a vacancy ~~on the Commission shall be filled by the CRC at a properly-noticed meeting called in whole or part for that purpose within ten business days of the vacancy's occurrence. The Commission shall [OPTION 1] fill the vacancy from among the alternates or [OPTION 2] fill the vacancy from the remaining eligible sub-pool of applicants.~~

(c) ~~[OPTION IF ALTERNATES APPOINTED] Any vacancy among the alternates of the Commission will be filled by a vote of nine Commissioners from the sub-pool of eligible applicants.~~

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Section 4.059 Communications.

(a) County-provided Commission email addresses (@crc.lacounty.gov) will serve as a repository of communications related to Commission business. Each Commissioner shall ~~use copy his or her the Commission-provided Commission~~ email address ~~for on all outgoing email communications~~ involving Commission business. Each Commissioner shall forward all Any communication email involving Commission business sent to a Commissioner's personal email address to his or her Commission email address as soon as practicable ~~shall be forwarded to the Commissioner's Commission-provided email address.~~

~~(b) Except during a public meeting or hearing, Commissioners shall not intentionally communicate with a member of the Board, an agent for a member of the board, or outside of a public meeting with any of a member of the Board of Supervisors or a Board member's immediate family members or a regarding any matter related to redistricting that may come before the Commission, except for administrative matters. Commissioners shall promptly report any such communication that arises unintentionally in the manner provided in these bylaws (Section 4,04(d) for ex parte communications.~~

~~(b) member's staff regarding redistricting matters.~~

~~(c) The Chairperson is the sole official spokesperson for the Commission unless this responsibility is delegated in writing by the Chairperson or by a vote of nine Commissioners. Except as provided in this subsection, no statements shall me made or action taken by any Commissioner on behalf of or in the name of the CRC-Commission unless expressly authorized by the Commission. This does not prevent Commissioners from publication of disseminating information on behalf of or in the name of the Commission regarding the time, place, or and agendas of upcoming CRC-Commission meetings or hearings.~~

~~(e) Ex Parte Communications. A Commissioner shall, within one full business day, forward to the Clerk of the Commission originals or copies of all written or electronic communications the Commissioner has with people who are not Commissioners or Staff regarding existing or potential district lines. The Clerk shall electronically distribute copies to all Commissioners and post a copy of each communication on a Commission-approved website, within one full business day of receipt. For verbal or audio communication of the same nature, a Commissioner shall prepare a written summary of the communication and transmit, within the same timeframe, the summary to the Clerk, who will similarly distribute and post the summary. The Clerk of the Commission will keep and post a log of all substantive communications received outside of public meetings or hearings. This log should include at least the following: the name of the person or organization communicated with, date of communication, and a general description of where the communication can be located on the website.~~

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~~(d)~~(e) Commissioners shall publicly disclose all substantive communications they have with any member of the public, organizations, or interest groups regarding redistricting outside of public meetings. This disclosure obligation does not extend to discussions with Commission staff or discussions of information regarding the time, place and list of items on the agenda for upcoming meetings.

~~(e)~~(f) Copies of all written, including electronic, communications Commissioners receive regarding redistricting matters, other than from Commission staff, shall be forwarded to the _____ within 24 hours. Oral communications received by Commissioners, other than from Commission staff, must be summarized in writing and forwarded to the _____ within 24 hours of the communication. The _____ shall distribute such forwarded material to all Commissioners and post it on the Commission web site within _____ working days of receipt.

~~(f)~~(g) Commissioners should keep in mind Section _____ above and are encouraged to use caution when communicating about redistricting on any internet platform or social media website, including the use of any digital icons that express emotion in response to a communication.

Article V. Officers

Section 5.01 Chairperson and Vice Chairperson. The officers of the Commission shall be a Chairperson and Vice Chairperson. These officers ~~may exercise powers and~~ shall perform ~~the~~ duties prescribed by law, these bylaws, and ~~by the any~~ parliamentary authority adopted by the Commission.

Section 5.02 Duties of Officers.

- (a) The duties of the Chairperson shall include the following:
- (1) To preside over Commission meetings, including all meetings and public hearings.
 - (2) To ~~work with the Executive Director to~~ set the meeting agendas.
 - (3) To determine whether a quorum is present subject to the requirements of Section 21533 of the Elections Code.
 - (4) To call special meetings when necessary, subject to the Ralph M. Brown Act.
 - (5) To appoint Commissioners to ad hoc subcommittees as the Commission deems necessary to carry out its work.
 - (6) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Commission.

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(b) The duties of the Vice Chairperson shall include the following:

(1) To preside over meetings of the Commission in the absence of the Chairperson.

~~(2) To serve as the Clerk of the Commission until such time as the Commission hires or designates someone else to fill that role.~~

~~(4)~~

~~(2)(3)~~ To perform ~~any other responsibilities functions~~ at the ~~direction request~~ of the Chairperson.

Section 5.03 Election of Officers.

~~(a) The election of officers shall be conducted by secret ballot, and administered by Commission Counsel or by the Clerk of the Commission if the Clerk is not a Commission member.~~

~~(b) The term of office is shall be six (6) months from the date of election unless nine (9) Commissioners affirmatively vote otherwise before the election.~~

~~(c) Therefore, the Commission may, by nine affirmative votes, decide to elect a slate of candidates to take turns as Chairperson and/or Vice Chairperson for specified dates. In that case, the person administering the election shall entertain and accept nominations of such slates.~~

~~(d) The person administering the election shall entertain and accept nominations of candidates (or slates) at a properly-noticed public meeting of the Commission.~~

~~(e) Each Commissioner shall have one vote for each officer (or slate).~~

~~(f) To win an election, a candidate (or slate) must receive a majority of the votes cast in that election. Commission officers shall be elected no later than the third meeting of the full Commission following each new constitution of the Commission following each decennial census.~~

~~(b) The term of office is one year from the date of election unless nine Commissioners vote otherwise.~~

~~(g) Officers may serve multiple and/or consecutive terms. Officers may serve multiple and/or consecutive terms.~~

~~(e)~~

Section 5.04 Succession of Duties. If both the Chairperson and Vice-Chairperson are absent from a meeting, a majority of the members of the Commission present may select a Chairperson Pro Tem.

Article VI. Meetings

Section 6.01 Brown Act. As stated in Elections Code (section 21534(d)), tThe

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Commission ~~“shall comply with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code) shall comply with the Ralph M. Brown Act. (Elections Code section 21534, subd. (c).”~~

Section 6.02 Parliamentary Authority; Rules of Order. ~~The rules contained in the 2011 edition of “Rosenberg’s Rules of Order,” attached as Exhibit A, except as otherwise provided herein, shall govern the Commission in its proceedings. Robert’s Rules of Order Newly Revised, 12th Edition shall govern Commission meetings.~~ The Commission may adopt additional rules to govern conduct at its meetings ~~and all or other proceedings, and may change such. Such~~ rules ~~may be changed~~ by affirmative vote of nine (9) Commissioners.

Section 6.03 Regular Commission Meetings. Regular meetings of the Commission shall be held on the second and fourth Wednesdays of each month, at 7 p.m. Unless noticed otherwise, regular meetings during the COVID shut down will be virtual meetings.

Section 6.04 Special Meetings. Special meetings of the Commission may be called in the manner provided by ~~Section 54950.44, Government Code Section 54950.44.~~

Section 6.05 Quorum. As stated in Elections Code section 21533(c), “Nine members of the Commission shall constitute a quorum. Nine or more affirmative votes shall be required for any official action.” (Elections Code section 21533, subd. (c).)

Section 6.06 Agenda Items. ~~The Chairperson may place items on the agenda with approval from the Chairperson. Each agenda shall include time for considering old business and for members to introduce new business. The Chairperson shall place items~~ items may be placed on the agenda at the request of any four or more Commissioners.

Section 6.07 Committees. The Commission may establish ad hoc subcommittees to focus on key issues. Such committees shall consist of ~~less than nine five or fewer~~ members of the Commission.

Section 6.08 Attendance. Commissioners shall contact the Chairperson and the Executive Director in advance to report meeting absences or tardiness.

Section 6.09 Public comment. Public comment on non-agenda items will be limited to 2 minutes per person or organization, and public comment on agenda items will be limited to 3 minutes per person or organization. The Chairperson may increase or decrease the time per person or organization in the exercise of the Chairperson’s discretion. To the extent time is increased or decreased, all persons or organizations speaking on a particular item will be given equal time.

Article VII. Adoption and Amendment of Bylaws

Section 7.01 Adoption. These bylaws may be adopted with proper notice by an affirmative vote of nine (9) Commissioners present at a duly convened regular

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meeting.

Section 7.02 Amendment. These bylaws may be amended with proper notice by an affirmative vote of nine (9) Commissioners present at a duly convened regular meeting.



LOS ANGELES COUNTY REDISTRICTING 2021

6c. Discussion and Possible Approval of Calendar for the Year: Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director

Calendar for the Year

This document presents the draft Calendar for the Year for the Los Angeles County Redistricting Commission (CRC). The CRC has scheduled its **regular meetings on the second and fourth Wednesdays at 7:00 pm of every month**. The CRC encourages the public to check back regularly because the dates on the Calendar for the Year may change.

Milestones, Meetings, and Work Activities	Type of Meeting	Target Dates
Winter 2021: January-February		
Work to be accomplished: Bylaws, Selection of Chair/Vice Chair, Training, Calendar for the Year, Public Access Plan		
CRC Meeting	Regular	January 13, 2021, 7p
<ul style="list-style-type: none"> ▪ Oath of Office ▪ Orientation 		
CRC Meeting	Regular	January 20, 2021, 7p
CRC Meeting	Regular	January 27, 2021, 7p
<i>Note: Starting in February 2021, CRC meetings will be scheduled the 2nd and 4th Wednesday of every month unless otherwise posted.</i>		
CRC Meeting	Regular	February 10, 2021, 7p
CRC Meeting	Regular	February 24, 2021, 7p
Spring 2021: March-May¹		
Work to be accomplished: Launch of Public Access Plan, Promotion of Public Hearings, Conduct of 7 Public Hearings		
CRC Staff: Launch of Public Access Plan		March 2021 Through December 15, 2021
CRC Meeting	Regular	March 10, 2021
CRC Meeting	Regular	March 24, 2021

¹ The Commission might consider monthly meetings from February through August.





LOS ANGELES COUNTY REDISTRICTING 2021

Milestones, Meetings, and Work Activities	Type of Meeting	Target Dates
<i>Note: The Commissioners may want to defer the CRC Regular Meetings in April, given the 7 Public Hearings for Commissioners to attend</i>		
CRC Meeting	Regular	April 14, 2021 , 7p – TBD
	Regular	April 28, 2021 , 7p – TBD
7 Public Hearings	Public Hearings	April-May 2021 – TBD
CRC Meeting	Regular	May 12, 2021, 7p
CRC Meeting	Regular	May 26, 2021, 7p
Summer 2021: June-August		
Work to be accomplished: Release of redistricting mapping software with 2020 Decennial Census uploaded, ² CRC and public training on the use of the redistricting mapping software, submission of proposed Redistricting Plans by the public, beginning of CRC process to review submitted Redistricting Plans		
U.S. Census Bureau delivers 2020 Decennial Census data to President		TBD because of extended census deadline, given COVID-19
President delivers apportionment count to the U.S. House of Representatives		
U.S. Census Bureau data available to Los Angeles County		Summer 2021 – TBD
CRC Meeting	Regular	June 9, 2021, 7p
<ul style="list-style-type: none"> Training in redistricting mapping tool if Census 2020 data available 		
Public access to the software tool to develop and propose Redistricting Plans; training workshops available on the use of the tool		June or July 2021 – TBD based on Census 2020 data availability; software access ongoing thereafter
CRC Meeting	Regular	June 23, 2021, 7p
<ul style="list-style-type: none"> Training in redistricting mapping tool if Census 2020 data available 		
Public submission of Redistricting Plans		June-August 15, 2021 – TBD
CRC Meeting	Regular	June 9, 2021, 7p

² Los Angeles County Internal Services Department (ISD) anticipates it will need 4 to 6 weeks to upload the Census 2020 data into the redistricting mapping software before the tool can be made available for CRC or public use.





LOS ANGELES COUNTY REDISTRICTING 2021

Milestones, Meetings, and Work Activities	Type of Meeting	Target Dates
CRC Meeting	Regular	June 23, 2021, 7p
CRC Meeting	Regular	July 14, 2021, 7p
CRC Meeting	Regular	July 28, 2021, 7p
CRC Meeting	Regular	August 11, 2021, 7p
Suggested deadline for the public to submit proposed Redistricting Plans. Plans submitted after this date will be accepted but, depending on the volume of plans submitted, may not allow the Commission adequate time to evaluate them fully.		August 18, 2021
CRC staff analyze Redistricting Plans submitted		July 2021 on; ongoing
<i>Note: Depending on the number of Redistricting Plans submitted that the Commissioners want to review and discuss, more frequent CRC meetings may be needed.</i>		
CRC Meeting	Regular	August 25, 2021, 7p
<ul style="list-style-type: none"> CRC review of submitted Redistricting Plans from the public 		
Fall 2021: September-December 15³		
Work to be accomplished: Completion of the CRC review of the public's submitted Redistricting plans, development of CRC's Redistricting Plan option(s), 2 Public Hearings, final adopt of the CRC Redistricting Plan		
CRC Meeting (TBD based on number plans to be publicly reviewed)	Regular	September 8, 2021, 7p
<ul style="list-style-type: none"> CRC review of submitted Redistricting Plans from the public (continued) 	Potential Special	September 15, 2021, 7p
<ul style="list-style-type: none"> CRC deliberates on Redistricting Plan options 	Regular	September 22, 2021, 7p
<ul style="list-style-type: none"> CRC proposes CRC's Redistricting Plan option(s) for 2 Public Hearings 		
<i>Note: The Commissioners may want to defer the CRC Regular Meetings in October, given the 2 Public Hearings for Commissioners to attend</i>		
CRC Meeting	Regular	October 13, 2021, 7p

³ The Commissioners may need to hold weekly meetings during Fall 2021, depending on the number of Redistricting Plans submitted by the public for review, development of the CRC Redistricting Plan option(s), conduct of 2 public hearings, and time required for Commissioners to discuss and adopt the final Decennial Redistricting Map.





LOS ANGELES COUNTY REDISTRICTING 2021

Milestones, Meetings, and Work Activities	Type of Meeting	Target Dates
CRC Meeting	Regular	October 27, 2021, 7p
2 Public Hearings to review the proposed CRC Redistricting Plan options	Public Hearings	October 2021 – TBD
CRC Meeting	Regular	November 10, 2021, 7p
<ul style="list-style-type: none"> Refinement of CRC Redistricting Plan Adoption of CRC Final Decennial Redistricting Plan 	Regular	November 24, 2021, 7p
CRC Staff: Submission of CRC Final Decennial Redistricting Plan to ISD to develop maps, based on the CRC's decision	Regular	November 24-30, 2021
CRC Meeting	Regular	December 8, 2021, 7p
<ul style="list-style-type: none"> Final Decennial Redistricting Plan with maps 		
CRC Meeting (if needed)	Potential Special	December 15, 2021 – at the latest
<ul style="list-style-type: none"> Final Decennial Redistricting Plan with maps 		





LOS ANGELES COUNTY REDISTRICTING 2021

6d. Discussion of Commission Tasks and Potential Formation of Ad Hoc Working Groups: Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director

Ad Hoc Working Group Ideas	Charter/Scope (Draft)	Commissioners
Public Access and Outreach Work Group	<ul style="list-style-type: none"> ▪ Public Access Plan review and revision ▪ Community organization networks ▪ Scheduling community organization presentations or workshops ▪ Possible survey regarding CRC values ▪ Planning and outreach for the 7 Public Hearings ▪ Planning and outreach for the 2 Public Hearings 	<p>Commission Lead:</p> <p>Commissioners:</p> <p>CRC Staff Support: Gayla Kraetsch Hartsough Carlos Alba</p>
Redistricting Mapping Tools and Demography Work Group	<ul style="list-style-type: none"> ▪ Selection of demographer ▪ Overview of redistricting map by Los Angeles County GIS team ▪ Mapping software updates ▪ Coordination of commissioner training on the mapping software ▪ Review of submitted Redistricting Plans from the public for consideration by the full CRC ▪ Development of the CRC Redistricting Plan option(s) ▪ Development of the final CRC Redistricting Plan 	<p>Commission Lead:</p> <p>Commissioners:</p> <p>CRC Staff Support: Gayla Kraetsch Hartsough Thai V. Le</p>
Subject Matter Expert (SME) Presentation Work Group	<ul style="list-style-type: none"> ▪ A Panel regarding the 2011 Redistricting process and lessons learned ▪ Presenters (e.g., Justin Levitt, Loyola Marymount University) ▪ Other Commissioner topics of interest 	<p>Commission Lead:</p> <p>Commissioners:</p>





LOS ANGELES COUNTY REDISTRICTING 2021

Ad Hoc Working Group Ideas	Charter/Scope (Draft)	Commissioners
CRC Values	<ul style="list-style-type: none"> ▪ Identify and define CRC values 	<p>CRC Staff Support: Gayla Kraetsch Hartsough</p> <p>Commission Lead:</p> <p>Commissioners:</p> <p>CRC Staff Support: Gayla Kraetsch Hartsough Thai Le</p>
CRC Report Review	<ul style="list-style-type: none"> ▪ Final Redistricting Plan Report ▪ Press Releases ▪ Others TBD 	<p>Commission Lead:</p> <p>Commissioners:</p> <p>CRC Staff Support: Gayla Kraetsch Hartsough Thai Le</p>
Other Commission Support		
Other Training	<ul style="list-style-type: none"> ▪ Election Code training ▪ Public Records Act training ▪ Ethics training online (submit proof to Independent Legal Counsel) 	Holly Whatley
Other Administrative Support	<ul style="list-style-type: none"> ▪ Commissioner emails ▪ Website ▪ CRC Agenda and Minutes ▪ Supporting Materials ▪ YouTube Recordings and Posting 	<p>Commission Lead(s): Chair Vice Chair</p> <p>Gayla Kraetsch Hartsough Thai Le</p>





LOS ANGELES COUNTY **REDISTRICTING 2021**

Attachment 6e.
Revised Commissioner Selection Report:
Gayla Kraetsch Hartsough, Ph.D., CRC Executive Director





LOS ANGELES COUNTY **REDISTRICTING 2021**

Los Angeles County Citizens Redistricting Commission (CRC) Commissioner Selection Process

Draft Prepared January 17, 2021

Draft Report Prepared by:

Gayla Kraetsch Hartsough, Ph.D. | Executive Director, Los Angeles County Citizens Redistricting Commission

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LOS ANGELES COUNTY REDISTRICTING 2021

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LOS ANGELES COUNTY REDISTRICTING 2021

County of Los Angeles Citizens Redistricting Commission (CRC): Commissioner Selection Process

This document outlines the process for selecting the County of Los Angeles Citizens Redistricting Commission (CRC) Commissioners. The CRC did not become an official commission until all 14 Commissioners were selected by the State's required deadline of December 31, 2020.

Overview

The CRC was established by State legislation (Senate Bill (SB) 958), effective January 1, 2017.^{1,2} CRC's role is to redraw Supervisorial District boundaries following the Federal census.

The Commission is required to reflect the County's diversity, including racial, ethnic, geographic, and gender diversity. The applicants are required to demonstrate they possess the following experience:

- Analytical skills relevant to the redistricting process and voting rights
- An ability to comprehend and apply the applicable State and Federal legal requirements
- Ability to be impartial
- An appreciation for the diverse demographics and geography of Los Angeles County

The political party preferences of the CRC Commissioners are not required to be exactly the same as the proportion of political party preferences among the registered voters of Los Angeles County; however, they must be as proportionate as possible.

Selection Process

The selection process involved three phases, involving different review groups to reinforce the CRC's independence from the Board of Supervisors:

- Phase 1 – Screening of applications by the Los Angeles County Registrar-Recorder/County Clerk (RR/CC) to identify the pool of 60 most qualified applicants

¹ SB 958, Lara; Stats. 2016, Ch. 781

² The law governing the CRC and the once-a-decade selection of its members is codified in Division 21, Chapter 6.3 (commencing with Section 21530) of the State Elections Code.





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- Phase 2 – Random selection of eight Commissioners from the RR/CC’s pool of 60 most qualified applicants by the Los Angeles County Auditor-Controller
- Phase 3 – Selection of the final six Commissioners from the remaining 52 most qualified applicants by the eight randomly selected Commissioners

Phase 1 – Applications and Development of the 60 Most Qualified Applicant Pool

RR/CC received 741 applications by September 8, 2020. The RR/CC reviewed the applications and narrowed the applicant pool to 533 qualified applicants, based on specific requirements of Los Angeles County residency, voter registration, and election participation. The RR/CC separated demographic information from the review of subjective questions to eliminate potential bias. The RR/CC then assigned RR/CC staff to independently review the applications.

RR/CC identified the pool of 60 most qualified applicants, averaging 12 applicants per Supervisorial District. The purpose of the 30-day review period was to allow the public to identify any applicants who might not be qualified, based on the Election Code qualification requirements. The RR/CC submitted these names to the Auditor-Controller after the 30-day public review period.

The Attachment lists the RR/CC’s 60 most qualified applicants. Copies of their applications are available online at: <https://lavote.net/2020-citizens-redistricting-commission>.

Phase 2 – Random Selection of Eight CRC Commissioners

The Auditor-Controller conducted random drawings during the Board of Supervisors’ meeting on November 24, 2020, selecting 1 Commissioner from each of the 5 existing Supervisorial Districts and 3 Commissioners randomly drawn from RR/CC’s remaining 55 most qualified applicants.

Here is the link to view the live random drawing from a bingo-style drum:

<https://www.facebook.com/watch/?v=185484406501211>

Phase 3 – Selection of Six Additional CRC Commissioners

In accordance with Elections Code section 21550(g), the 8 randomly selected Commissioners reviewed the RR/CC’s remaining 52 applicants with the goal of selecting 6 additional Commissioners. To accomplish this goal, the Commissioners met during four public special meetings between December 14, 2020, and December 28, 2020. Recordings of each of these CRC meetings can viewed at:





LOS ANGELES COUNTY REDISTRICTING 2021

- December 14, 2020, meeting: <https://youtu.be/lpwG3X1ad8U>
- December 21, 2020, meeting: https://youtu.be/Nc3K_2g8y6k
- December 26, 2020, meeting: <https://youtu.be/DVFWpSkyUME>
- December 28, 2020, meeting: <https://youtu.be/gISNsygnVMY>

At each public special meeting, the Commissioners received public comments regarding the process, RR/CC's list of most qualified applicants, and future considerations.

December 14, 2020, Special Meeting

The Commissioners considered five options for evaluating the remaining 52 applicants. They opted to use a holistic approach in which they read applications and rated applicants in terms of the applicants' overall analytical skills relevant to redistricting/voting rights, State and Federal legal requirements, impartiality, and appreciation of LA County's diverse demographics and geography. They agreed to:

- Ensure applicants had at least two Commissioners review their applications; each Commissioner reviewed 12 to 13 applications randomly assigned to him/her/them.
- Provide latitude to Commissioners to evaluate more of the RR/CC's most qualified applicants if they wanted to

The Commissioners agreed to apply a 10-point scale, displayed in Table 1, that distinguished gradations of the holistic criterion among the remaining 52 applicants.

Table 1: 10-Point Rating Scale for First Round of Commissioners' Evaluations

Scale	Evaluation Groupings
10	Exceptional applicant, stands out from all of the rest
9	
8	Top 30% of the applicant applications reviewed
7	
6	
5	Middle 30% of the applicant applications reviewed
4	
3	
2	Bottom 30% of the applicant applications reviewed
1	





LOS ANGELES COUNTY REDISTRICTING 2021

December 21, 2020, Special Meeting

The Commissioners acknowledged the valued experiences of the remaining 52 applicants. On average, the Commissioners each reviewed 27 applications for a total of 215 application reviews. Applications had an average of 4 Commissioner reviews.

Overall, 12 applicants (23% of the subpool) scored ratings of 8.0 or above; another 11 applicants (21% of the subpool) were in the 7.0 to 7.9 ratings range, as displayed in Table 2.

Table 2: Distributing of Commissioners' Ratings

Commissioners' Ratings	Remaining 52 Applicants	
	Number	Percent
8.0 or above	12	23%
7.0-7.9	11	21%
6.0-6.9	15	29%
5.0-5.9	5	10%
4.0 or below	9	17%
Total	52	100%

The Commissioners initially focused on the applicants rated 7.0 and above on the 10-point rating scale to see if they could meet the other criteria within this group.

The CRC application that each applicant submitted to RR/CC has a privacy waiver that allows the County to disclose the applicant's city and supervisorial district but does not permit release of their physical or mailing addresses. As a result, the CRC Executive Director was able to obtain city or unincorporated area information for the 60 most qualified applicants for the December 21, 2020, meeting. The Attachment lists the location of the RR/CC's most qualified applicants (**cities or unincorporated areas are in green**).

Once the Commissioners reviewed these new data points, the Commissioners agreed to expand their discussions and deliberations of the remaining 52 qualified applicants to ensure the Los Angeles County political party affiliation and geographic and demographic diversity requirements were met. For example, some of the remaining 52 applicants rated 7.0 or higher resided in neighborhoods that were the same as or adjacent to the 8 Commissioners.

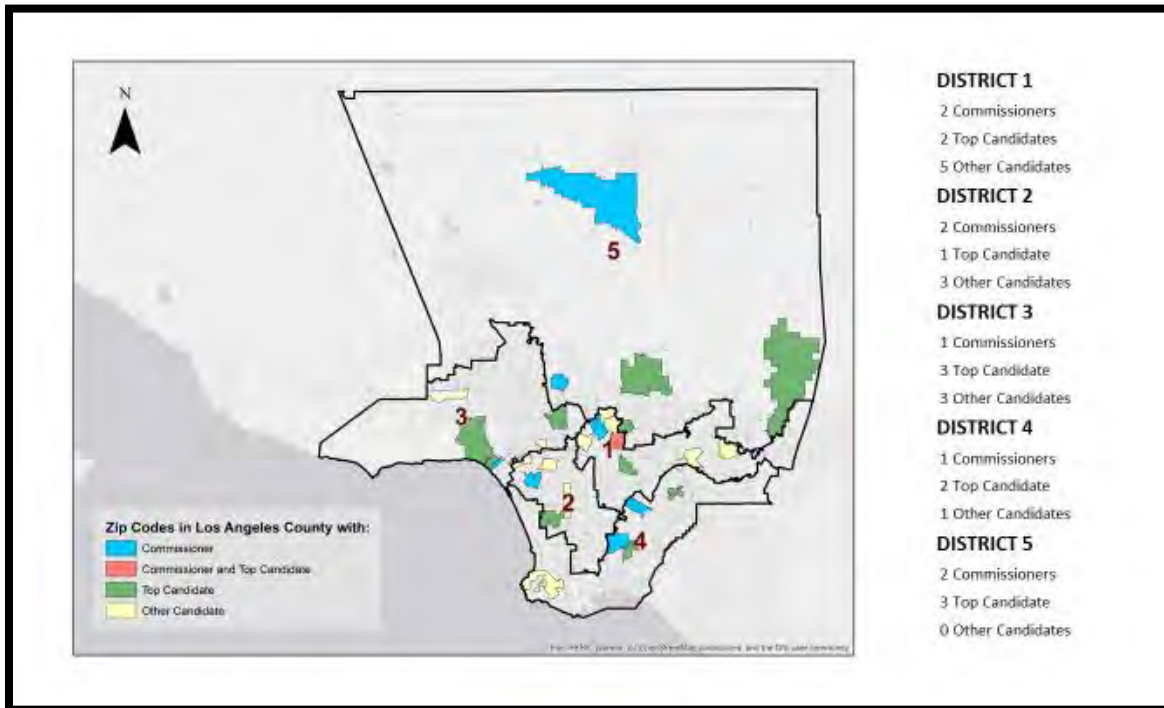




LOS ANGELES COUNTY REDISTRICTING 2021

December 26, 2020, Special Meeting

The Commissioners analyzed a series of maps that CRC staff developed that indicated the geographic location of the eight Commissioners and most qualified applicants under consideration.



This discussion led to the Commissioners refining their list of applicants and agreeing to each develop their own individual “Slate of 6” to share at the next meeting.

December 28, 2020, Special Meeting

The Commissioners shared their rationales for their Slates of 6. After further deliberations, a Commissioner made a motion for a proposed Slate of 6, which was seconded and approved by a vote of seven to one among the Commissioners.

Table 3 lists the official CRC 14 Commissioners, listed alphabetically by last name.





LOS ANGELES COUNTY REDISTRICTING 2021

Table 3: CRC Commissioners

Commissioner Jean A. Franklin
Commissioner David Adam Holtzman
Commissioner Daniel Mark Mayeda
Commissioner Mark Mendoza
Commissioner Apolonio Morales
Commissioner Nelson Obregon
Commissioner Priscilla Orpinela-Segura
Commissioner Hailes Horacio Soto
Commissioner Saira Soto
Commissioner Priya Sridharan
Commissioner Brian Mark Stecher, PhD
Commissioner John Patrick Kevin Vento
Commissioner Carolyn Williams
Commissioner Doreena Wong

Selected Commissioners' Demographics

The Attachment presents additional information, including the Commissioners' political party affiliations, demographics, and geographic distribution.

Political Party Preference

The California Election Code requires that:

"The commission shall consist of 14 members. The political party preferences of the commission members, as shown on the members' most recent affidavits of registration, shall be as proportional as possible to the total number of voters who are registered with each political party in the County of Los Angeles or who decline to state or do not indicate a party preference, as determined by registration at the most recent statewide election. However, the political party or no party preferences of the commission members are not required to be exactly the same as the proportion of political party and no party preferences among the registered voters of the county."³

³ Elections Code § 21532(c).





LOS ANGELES COUNTY REDISTRICTING 2021

As of January 5, 2021, RR/CC reports that Los Angeles County has 5.8-million registered voters.⁴ Table 4 displays the political party affiliations of registered voters in Los Angeles County.

Table 4: Number of Registered Voters by Political Party Affiliation in Los Angeles County⁵

Political Party Affiliation	Registered Voters		
	Number	Percent	Rounded Percent
Democratic	3,048,960	52.449%	52%
No Party Preference	1,450,170	24.946%	25%
Republican	996,999	17.151%	17%
American Independent	143,054	2.461%	2%
Libertarian	41,081	0.707%	<1%
Peace and Freedom	35,228	0.606%	<1%
Green	22,483	0.387%	<0%
Unknown/Other	75,192	1.293%	1%
	5,813,167	100.000%	Approx. 100%

The Attachment lists the political party preferences (in purple) of the RR/CC's 60 most qualified applicants. Among the remaining 52 applicants, there was one Green Party member and none from the American Independent, Libertarian, or Peace & Freedom Parties.

The Commissioners discussed whether it would be unfair or unconstitutional to eliminate qualified applicants at this phase simply for being in a small party preference group. They then decided to follow the lead of the California Citizen Redistricting Commission and consider Not Democrat/Not Republican party preference voters as a single group.⁶ This "NDR" category includes all registered voters who are not registered as preferring either the Democratic or the Republican parties.

Table 5 displays the calculations the Commissioners used for considering political party affiliation makeup of the CRC, considering three groups: Democrat, Republican, and NDR.

⁴ Overall, 73% of the Los Angeles County population is over age 18 (n=7.3 million); thus, 79% of the eligible population are registered voters.

⁵ Registrar-Recorder Voter Registration specific report, October 19, 2020: https://lavote.net/docs/RR/CC/election-info/LA_ROR_County_Summary_10192020.pdf

⁶ See California Constitution, Article XXI, Sec. 2(c)(2).





LOS ANGELES COUNTY REDISTRICTING 2021

Table 5: Number of Registered Voters by Democratic, NDR, and Republican Political Party Affiliation in Los Angeles County

Political Party Affiliation	Registered Voters		
	Number	Percent	Rounded Percent
Democratic	3,048,960	52.449%	52.4%
NDR	1,767,208	30.400%	30.4%
Republican	996,999	17.151%	17.2%
Totals	5,813,167	100.000%	100.0%

The Commissioners then focused on balancing the CRC’s political party affiliation, based on this new breakdown and displayed in Table 6.

Table 6: Los Angeles County Political Party Affiliations vis-à-vis 14 Commissioners

Political Party Affiliation	Percent of Registered Voters	Percentages Applied to 14	Commissioners Selected	
			Number	Percent
Democratic	52.449%	7.343	8	57%
NDR	30.400%	4.256	4	29%
Republican	17.151%	2.401	2	14%
Totals	100.000%	14.000	14	100%

Reflection of LA County Diversity and Demographics

The law governing the Commission states that the Commission member:

*“...selection process is designed to produce a commission that is independent from the influence of the board and reasonably representative of the county’s diversity.”*⁷

It requires that the first eight Commissioners appoint the final six Commissioners:

*“...based on relevant experience, analytical skills, and ability to be impartial, and to ensure that the commission reflects the county’s diversity, including racial, ethnic, geographic, and gender diversity,” without applying “formulas or specific ratios.”*⁸

⁷ Elections Code § 21523(b)

⁸ Elections Code § 21532(h)(2)





LOS ANGELES COUNTY REDISTRICTING 2021

To comply with the law, the eight Commissioners did not use such statistics to generate specific ratios or to develop or apply formulas. Commission staff prepared the next summary tables (Table 7 Through Table 10) after the final selection of Commission members.

Los Angeles County population demographics used for assessing this reflection in this report are based on the U.S. Census Bureau's most recent estimates:

<https://www.census.gov/quickfacts/fact/table/losangelescountycalifornia#> (July 1, 2019).

The Attachment lists the demographic information ([in blue](#)).

Age Ranges

The Commissioners range in age from 31 to 73 years. In Los Angeles County, approximately 27% of the population is under age 18 and, therefore, not eligible to register to vote. Another 59% of the Los Angeles County population is between ages 18 and 64; 14% are age 65 or older.

Approximately 64% of the Commissioners are between age 30 and 64; 36% of the Commissioners are age 65 or older, as displayed in Table 7.

Table 7: Comparison of Commissioner and Los Angeles County Age Ranges

Age Ranges	# CRC Commissioners	% CRC	% CRC	% of LA County
Under 18	NA	NA	NA	27%
Under 30	0	0%		
30 – 39	2	14%		
40 - 49	3	21%	64%	59%
50 - 59	2	14%		
60 - 64	2	14%		
65 - and Over	5	36%	36%	14%
	14	100%	100%	100%

Race/Ethnicity Representation

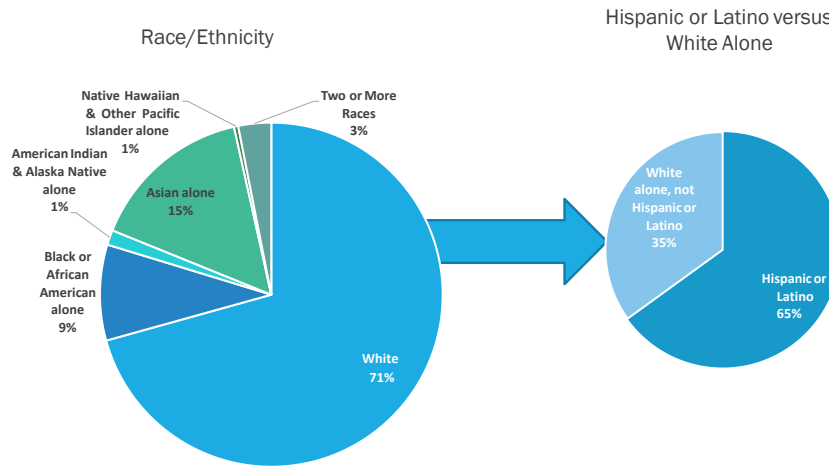
The graph displays the race/ethnicity makeup of Los Angeles County in the larger pie chart. The smaller pie chart provides a further break-down that differentiates between Hispanic/Latino versus White Alone.





LOS ANGELES COUNTY REDISTRICTING 2021

Los Angeles County Demographics: Race/Ethnicity



U.S. Census <https://www.census.gov/quickfacts/fact/table/losangelescountycalifornia#>

Table 8 displays the Commissioners' racial/ethnic makeup compared to Los Angeles County.

Table 8: Comparison of Commissioner and Los Angeles County Racial/Ethnicity Demographics

Race/Ethnicity	# CRC Commissioners	% CRC (rounded)	% of LA County
Hispanic/Latino/Latina/Latinx	6	43%	46%
Asian (incl. Pacific Islander)	3	21%	15%
White (Not of Hispanic Origin)	3	21%	25%
Black/African American	2	14%	9%
Other (incl. American Indian/Alaskan Native)		0%	5%

Gender Representation

The Phase 2 random selection of the eight Commissioners resulted in an outcome of six male and two female Commissioners. Table 9 displays the final Commissioner gender comparisons.





LOS ANGELES COUNTY REDISTRICTING 2021

Table 9: Comparison of Commissioner and Los Angeles County Gender Demographics

Gender	# CRC Commissioners	% CRC	% of LA County
Female	6	43%	50%
Male	8	57%	50%
Non-Binary	0		

Supervisory District Representation

Approximately 10 million individuals reside in Los Angeles County. Each Supervisory District serves approximately 2 million residents. If the 14 Commissioners' were divided evenly, each Supervisory District would have between 2 and 3 Commissioners. Subdivision (c) states:

At least one commission member shall reside in each of the five existing supervisory districts of the board.

At least one of the 14 Commissioners resides in each of the five Supervisory Districts, as displayed in Table 10.

Table 10: Commissioners Residency, by Los Angeles County Supervisory District

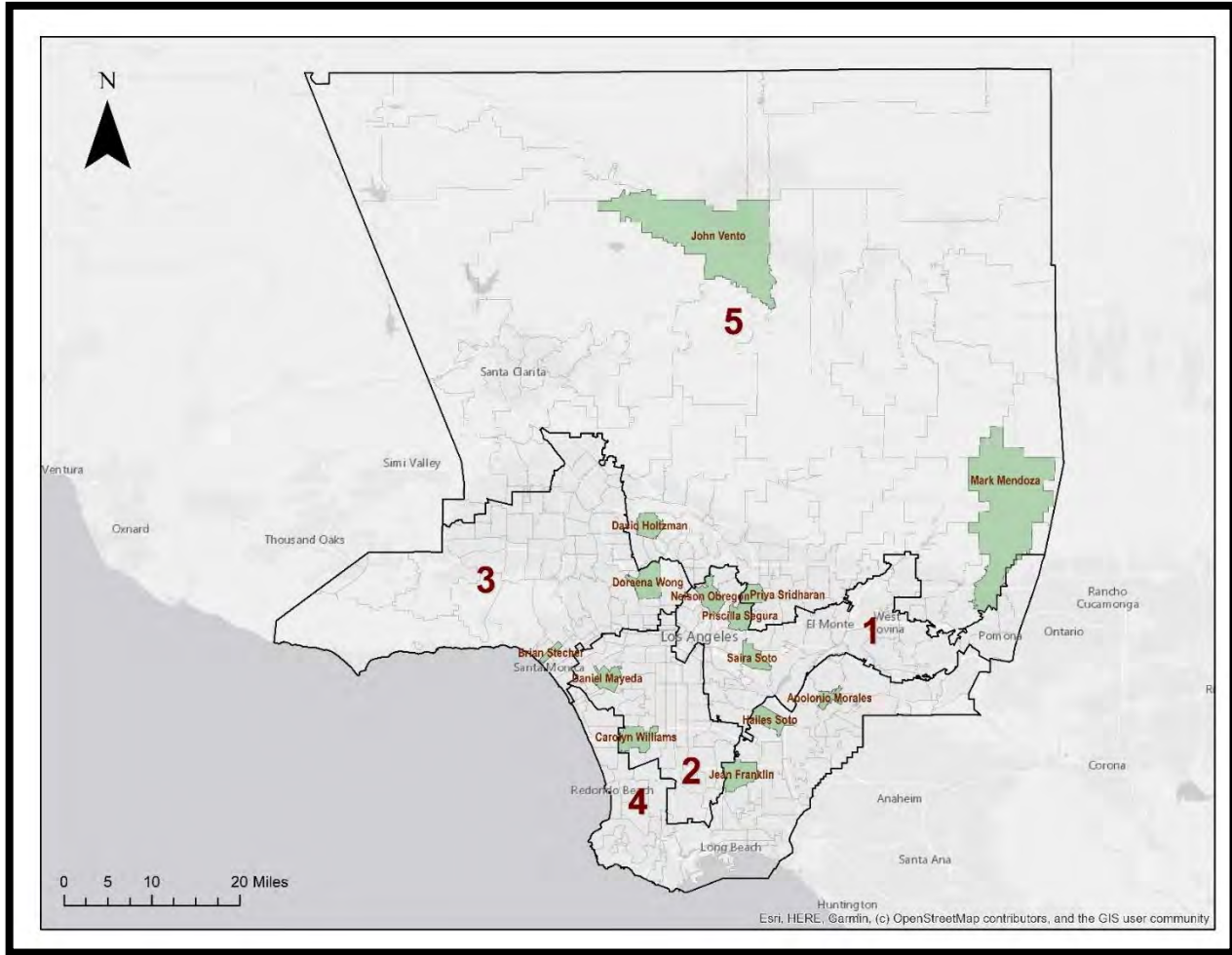
Districts	# CRC Commissioners	% CRC	% of LA County
District 1	3	21%	20%
District 2	3	21%	20%
District 3	2	14%	20%
District 4	2	14%	20%
District 5	4	29%	20%

The map displays the geographic representation of the Commissioners, by current Supervisory Districts:





LOS ANGELES COUNTY REDISTRICTING 2021

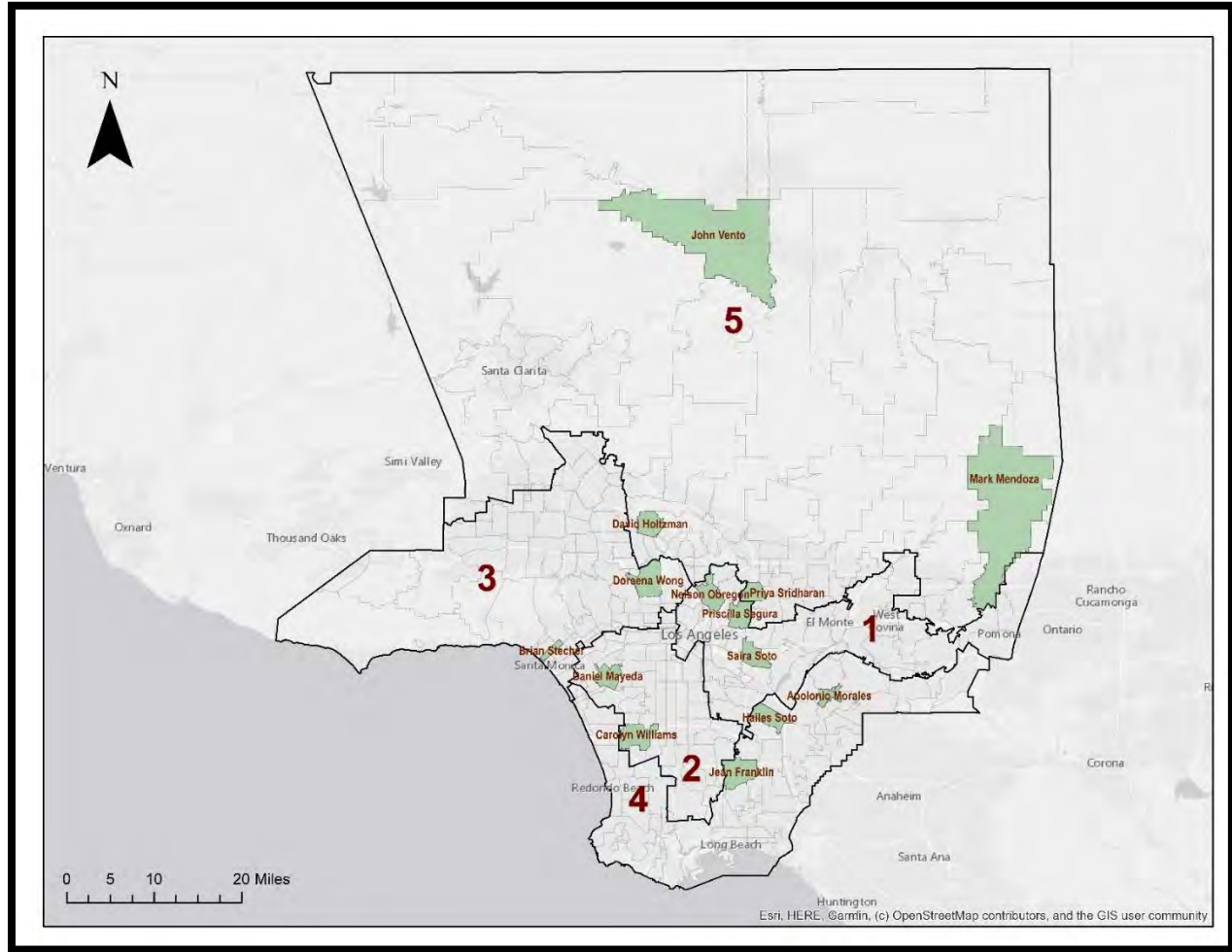


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LOS ANGELES COUNTY REDISTRICTING 2021



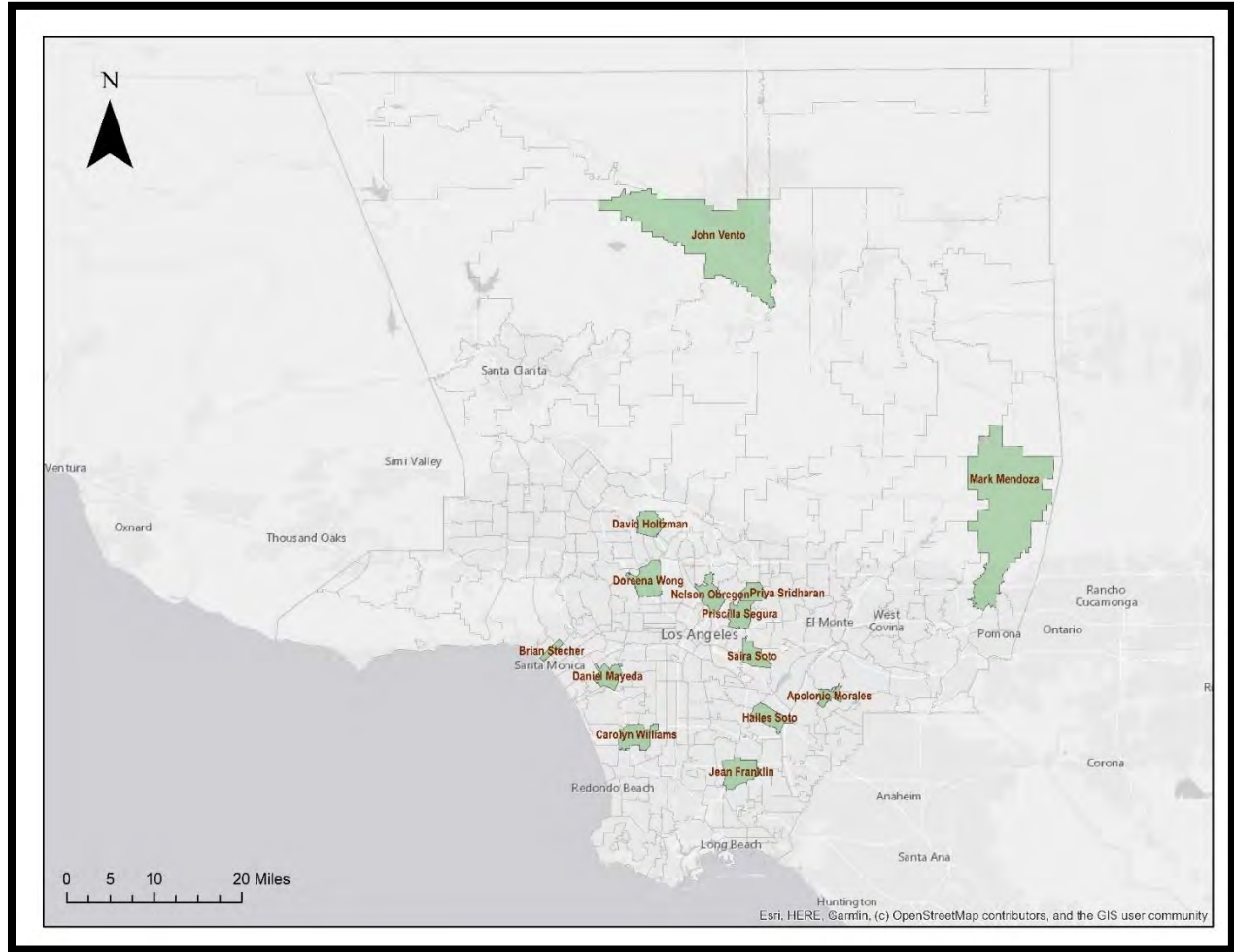
Geographic Representation

The Commissioners were interested in understanding geographic distribution, regardless of existing supervisory districts. Los Angeles County consists of 88 incorporated cities and more than 100 unincorporated areas. The next map displays the geographic representation of the Commissioners without regard to current supervisory districts:





LOS ANGELES COUNTY REDISTRICTING 2021





LOS ANGELES COUNTY REDISTRICTING 2021

Attachment

Name	Political Party Affiliation	Demographics			Geographic Distribution	
		Gender	Age (yrs.)	Race / Ethnicity	SD#	City or Unincorporated Area
8 Commissioners Randomly Selected by Auditor-Controller						
Brian Stecher	D	M	73	White	3	Santa Monica
Daniel Mayeda	D	M	62	Japanese	2	Culver City
David Holtzman	NDR	M	60	White	5	Burbank
Hailes Soto	NDR	M	39	Mexican/Mexican American	4	Downey
Jean Franklin	D	F	72	Black	2	Long Beach
John Vento	NDR	M	51	White	5	Palmdale
Nelson Obregon	R	M	59	Cuban	1	Los Angeles
Priscilla Segura	D	F	31	Mexican/Mexican American	1	Los Angeles
6 Commissioners Selected by the 8 Commissioners						
Apolonio Morales	D	M	42	Mexican/Mexican American	4	Whittier
Carolyn Williams	D	F	67	Black/African American	2	Hawthorne
Doreena Wong	D	F	68	Chinese	3	Los Angeles
Mark Mendoza	R	M	68	Mexican/Mexican American	5	La Verne
Priya Sridharan	D	F	45	Asian Indian	5	South Pasadena
Saira Soto	NDR	F	40	Mexican/Mexican American	1	Los Angeles
Remaining 46 CRC Applicants						
Adela Barajas	D	F	54	White, Mexican/Mexican American	1	South Gate
Alan Ehrlich	NDR	M	57	White	5	South Pasadena
Arturo Adame	NDR	M	72	Mexican/Mexican American	4	Redondo Beach
Avo Babian	D	M	41	Armenian	3	Sherman Oaks
Carmen Gonzalez	D	F	57	Mexican/Mexican American, White, Other Latinx	5	Glendale
Charles Lindenblatt	D	M	53	White	3	Los Angeles
Charlotte Williams	D	F	53	Black, Latinx	2	Inglewood
Christine Walker	NDR	F	36	Black/African American	2	Westchester





LOS ANGELES COUNTY REDISTRICTING 2021

Name	Political Party Affiliation	Demographics			Geographic Distribution	
		Gender	Age (yrs.)	Race / Ethnicity	SD#	City or Unincorporated Area
Christopher Castaneda	NDR	M	46	Mexican/Mexican American	1	Los Angeles
Constance Boukidis	D	F	62	White	3	Los Angeles
Dan Woods	R	M	67	White	3	Santa Monica
David Coher	R	M	43	Hispanic/Latinx	5	Pasadena
Elizabeth Johnson	D	F	77	Black/African American	2	Los Angeles
Gloria Medel	D	F	50	Mexican/Mexican American	5	Pasadena
James Toma	D	M	49	Japanese	1	West Covina
Jia Lin Sayers	R	F	41	Chinese, Other Hispanic/Latinx	4	San Pedro
John Merguerian	R	M	46	White	5	Glendale
Jose Avila	NDR	M	33	Mexican/Mexican American	3	North Hollywood
Jose Luis Benavides	NDR	M	59	Mexican/Mexican American	5	Glendale
Joseph Roth	D	M	53	White	3	Los Angeles
Lawrence Harris	NDR	M	64	White	2	Los Angeles
Linda Timmons	D	F	70	Black	4	Paramount
Louise Chao	D	F	66	Chinese	4	Rancho Palos Verdes
Luis Claro	D	M	29	Mexican/Mexican American	3	Pacoima
Manuel Gonez	D	M	55	Mexican/Mexican American	1	Pomona
Margaret Milligan	D	F	65	White	3	Pacific Palisades
Maria Williams-Slaughter	NDR	F	52	Black	4	Lakewood
Marisa DiDomenico	G	F	51	White	5	Burbank
Mary Kenney	R	F	70	White/Lithuanian American	4	Palos Verdes Estates
Molly Greene	D	F	35	White	1	Los Angeles
Mona Field	D	F	67	White	1	Los Angeles
Nancy Diaz	NDR	F	41	Latinx	1	Pomona
Nyanza Shaw	D	F	50	Black/African American	2	Los Angeles
Patricia Don	NDR	F	66	Black	2	Los Angeles





LOS ANGELES COUNTY REDISTRICTING 2021

Name	Political Party Affiliation	Demographics			Geographic Distribution	
		Gender	Age (yrs.)	Race / Ethnicity	SD#	City or Unincorporated Area
Ricardo Mireles	D	M	55	Mexican/Mexican American	1	Los Angeles
Rosalinda Lugo	D	F	60	Mexican/Mexican American	1	La Puente
Sara Eastwood	D	F	27	White	1	Los Angeles
Stevan Colin	D	M	63	Native American-Blackfoot Tribe and Mexican/Mexican American	4	Redondo Beach
Teresa Wheatley-Humphrey	D	F	53	Black/African American	2	Los Angeles
Theresa Fuentes	D	F	51	Mexican/Mexican American	5	Altadena
Thomas Baxter	NDR	M	65	White	5	Pasadena
Tim Forest	R	M	60	White	3	Woodland Hills
Todd Hays	R	M	58	White	4	Torrance
Verda Bradley	D	F	79	Black/African American	2	Los Angeles
Victor Manalo	D	M	57	Filipino	4	Artesia
Vinod Kashyap	R	M	78	Asian Indian	4	Diamond Bar





LOS ANGELES COUNTY **REDISTRICTING 2021**

Attachment 7. Future Agenda Items: Submitted by Commissioners David Holtzman



County of Los Angeles Citizens Redistricting Commission (CoLA CRC)
Comm'r David A. Holtzman: Issues for Commission Consideration

❖ County of San Diego Independent Redistricting Commission (CoSD IRC):
liaison, cooperation, presentations, reports, etc.
(nearly identical state law mandate)

❖ The (California) Citizens Redistricting Commission (Calif. CRC):
liaison, presentations, reports, etc.
(trailblazer with a full redistricting cycle's experience)

❖ State-mandated costs, reimbursement

SB 958 (Lara); Stats. 2016 Ch. 781

SEC. 3. If the Commission on State Mandates determines that this act contains **costs mandated by the state, reimbursement to local agencies** and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

❖ Procurement
(see CoSD IRC report, "[Competitive Procurement of Redistricting Contracted Services](#)," and Calif. CRC Requests for Information (RFIs) for [litigation counsel](#) and for [Voting Rights Act counsel](#))

❖ Commission-controlled budget?

❖ Cost containment, generally

❖ "Executive Director" title, duties and contract (and subcontracting)

❖ The Commission's Clerk?

❖ Contributions to CoLA CRC

❖ Spending controls; cost containment

❖ Tax deductibility of volunteer commissioners' time, given that Calif. CRC members are paid a voter-approved amount for nearly identical work?
(perhaps commissioners can get stipends?)

❖ Training (topics, etc.)

- ❖ History of redistricting in CoLA (see unpublished opinion in [*County of Los Angeles v. State of California*](#) [CA2/5 case B290091, 2020])
- ❖ The [Zev objection](#) (when redistricting a body with staggered terms, minimize disparity in times between voters' chances to vote in elections)
- ❖ Form 700 preparation (professional assistance?)
- ❖ Ethics beyond statute (for by-laws?): address interests in employment with, or business before, county government.
- ❖ Obtaining or developing shape files
- ❖ Agenda format ("old business" at beginning; "new business" at end?)
- ❖ Rotate who serves as Chair?
- ❖ Stop showing existing district residence in commission member listings (except perhaps for the first five commissioners?)
- ❖ Ex parte communications reporting system (online log like CoSD's?)
- ❖ Commission pre-approval of press releases, website design, etc.
- ❖ County RR/CC mailing to all registered voters as part of outreach (include survey to gather info? such as commutes, membership in communities that might be of interest, favorite community organizations +?)
- ❖ Get data on incarcerated persons now? [Elec. Code § 21534(a)(1)(C)] (those incarcerated on U.S. Census date, April 1, 2020?) (we need last known place of residence from a specific state database)