

May 4, 2001, Minutes
Arizona Independent Redistricting Commission
Public Hearing

May 4, 2001, 9:20 a.m.
Public Hearing; Minutes of the Arizona Independent Redistricting Commission
State Capitol Executive Tower, Grand Canyon Room, Basement Level
1700 West Washington, Phoenix, Arizona

Commissioners present: Chairman Steven W. Lynn; Commissioner James R. Huntwork; Commissioner Joshua M. Hall, telephonically; Commissioner Andi Minkoff; Commissioner Daniel R. Elder.
Staff present: Executive Director Enrique Medina Ochoa.
Counsel: Lisa T. Hauser and Jose de Jesus Rivera.
Auxiliary staff present: Lisa A. Nance, RPR, CCR, court reporter with Atwood Reporting.
State Procurement Official: John Adler.
Consultants Present: Florence Adams; Marguerite Mary Leoni; Karen Osborne; Tim Johnson.

Meeting was called to order at 9:20 a.m.

Call to the Public: No one indicated a desire to speak.

Motion was made, seconded and carried to go into Executive Session for discussion and consultation of legal advice.

Commission was in Executive Session from 9:26 a.m. until 10:06 a.m.

Regarding the IGA with Maricopa County, it was reported that it had not been finalized as there had been a feeling that a motion had not been made to authorize a subcommittee to formally finalize that IGA. Discussion was had on that point as Chairman Lynn and Commissioner Elder indicated they felt they were authorized to deal with any and all offerers under the RFP.

Mr. Ochoa passed out a sheet of anticipated equipment needs. Chairman Lynn asked that be handled during the Executive Director's report.

Motion was made, seconded, and carried, regardless of whether the motion is redundant, that Chairman Lynn and Commissioner Elder have the authority to conclude the IGA with Maricopa County.

Dr. Adams and Ms. Leoni were greeted and welcomed aboard.

NDC was requested to provide a time line and week-one deliverables.

Dr. Adams indicated week-one deliverables were begun and in draft form. They'll be forwarded to IRC attorneys so the Commissioners can review them Monday. A draft of the Power Point is also hoped to be available Monday. These are hoped to be delivered with the revised timetable. Additionally, a schedule for the public hearings will be coming. NDC indicated while six had been discussed, they feel more are going to be needed, probably more like 11 or 12. NDC will also be getting back to the Commission with various approaches for the grid.

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Possible locations for the public outreach meetings were discussed and having at least one Commissioner present at each, legal counsel, and noticing them as public meetings so if more Commissioners are present, there is not a problem. It was also discussed that may attract more public participation.

Ms. Hauser will get the County Recorder and the Election Directors' interest group information together and to NDC.

Discussion was had regarding private meetings.

Motion was made, seconded and carried to have legal counsel develop a protocol for use by the Commissioners for use with private meetings and contacts they have and for public input that comes into the Commission office to provide for record keeping of contacts and public input to the Commission.

Further discussion was had on approaches to developing a grid and how many approaches would be brought back by NDC to the Commission for review and consideration. The township approach was discussed by NDC. NDC will be bringing back several approaches for consideration by the Commission.

NDC commented that they want to carefully look at and consider everything submitted by anyone or any group.

Next meeting of the Commission is set for next Thursday, May 10, 2001, at 10:00 a.m.

Commissioner Elder requested that NDC bring a concept diagram to the next meeting.

Item 11 on the agenda was postponed.

It was clarified that Chairman Lynn and Commissioner Elder will finish the negotiations with the remaining vendors under the RFP process and the IGA with Maricopa County.

Executive Director's Report:

Mr. Ochoa passed out a list of equipment needs and asked for authorization to purchase or lease.

Website information was disseminated. Content of information to be put up on the website was passed out for review. Commissioners were informed that the material can be up on the website three days after the material is approved.

It was discussed that the website can provide an email server for the Commission and Commissioners. This was decided to be advantageous and will be utilized.

The website name was decided on: azredistricting.com (or .org). Maricopa County will host the website.

Commissioner Hall leaves the meeting.

It was discussed that when maps are sent out to Commissioners, that they be sent in read-only formats.

Mr. Johnson commented, upon questioning, that it is possible to have an interactive website for the public to allow for the public to play with map lines, if that is desired. Commissioner Minkoff indicated she felt that if a Commissioner felt inclined to do any map adjusting, she thought that would be the appropriate place where that could take place, on the website like any other member of the public. No decision was reached.

Motion was made and seconded to acquire seven laptop computers with wireless internet capability and all the full specifications as per the equipment needs handout. Motion was amended to make it eight laptops. Motion carried.

Mr. Ochoa indicated he would try to lease. It was pointed out he had the authority to acquire the equipment, lease or purchase.

Mr. Ochoa requested authorization for acquiring the rest of the equipment on the list he passed out.

Motion was made, seconded and carried for Chairman Lynn to have the authority to approve the purchase of the software and any of the equipment on the list presented by Mr. Ochoa to the Commission at the meeting.

Mr. Ochoa was authorized to hire Ms. Iva Rockwell as office manager and given authority to hire clerical help.

Mr. Ochoa discussed the forms he was given for the streamlined hiring process after the meeting arranged by Ms. Hauser with Mr. Hibbs, Mr. Lynn, and himself. He will now be able to hire on a 24-hour basis, with Commission approval.

Regarding the Outreach position and PIO, Mr. Ochoa was requested to check their references prior to their interviews and to have PIO interviewees come with samples of their work.

Mr. Ochoa was requested to present a staffing plan.

Commissioner Huntwork brought up the fact there are no by-laws for the Commission defining Mr. Ochoa's authority. He requested a staffing plan be brought forward and approved.

Ms. Hauser explained what the function of an ASO is and how helpful one is in an agency.

Mr. Ochoa explained that the services of Mr. Hernandez are not actually available to the IRC any longer.

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Chairman Lynn brought up the concept of having three to four generalists working on the staff, other than the outreach position, which would not be a generalist, so as to combine duties.

Commissioner Elder brought up desktops and office network configurations, etc. It was indicated that that would be dealt with as part of the IGA with Maricopa County and that Chairman Lynn already had the purchasing authority for the desktop computers, etc.

Ms. Osborne from Maricopa County offered to have Maricopa County front the \$200 for the domain name so the website could get going and that the cost would be tacked on the bottom of the bill to the Commission.

Discussed the importance of the outreach position, that this position preferably would have already been filled, and went over the Commission's desire to have Ms. Terrazas filling this role. Mr. Ochoa indicated he was working towards that goal.

Discussed that there is a need to have an outreach person and a PIO position, that they are two separate jobs.

Motion made, seconded and carried to try to engage Ms. Terrazas in the position of outreach coordinator either on a continuing part-time basis, obviating the need for an RFP, or, failing that, to engage her part-time until the RFP can be put out, that she be contacted and her terms be brought back to the Commission.

Second call to the public was made. No one sought to speak.

Meeting concluded at 1:33 p.m.

Minutes submitted by Lisa Nance