

## SEATTLE REDISTRICTING COMMISSION

### MINUTES

Wednesday, October 27<sup>th</sup>, 2021

11:45 AM – 1:15 PM

WebEx Meeting

Approved on November 9<sup>th</sup>, 2021

**Commissioners Present:** Eliseo EJ Juárez, Former Mayor Greg Nickels, Neelima Shah, Rory O’Sullivan, Patience Malaba

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**Commissioners Absent:** N/A

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**Commission Staff:** Elsa Batres-Boni: Department of Neighborhoods, Logan Drummond: Department of Neighborhoods

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**Guests:** Ariel Schneier: City Attorney’s Office, Gary Smith: City Attorney’s Office, Jennifer Pettyjohn: OPCD, Diana Canzoneri: OPCD, Jenn Brandon: Department of Neighborhoods

(Transcriber’s Note: Seattle Redistricting Commission meeting minutes are not an exact transcript and represent key points and the basis of discussion. The recording of the meeting is available upon request.)

#### Meeting Minutes:

##### I. Call to Order

- This Seattle Redistricting Commission meeting was held virtually through WebEx. This meeting was open to the public and was advertised through appropriate channels. The meeting was called to order at 11:45am once the Redistricting Commissioners were all present.

##### II. Welcome & Housekeeping

- Land Acknowledgment – Acknowledged that we are on indigenous land
- Reading of the agenda, welcome

##### III. Commissioners Re-Introductions

- Seattle Redistricting Commissioners all re-introduced themselves by giving a short description of who they are, what they do, and who appointed them to the commission.

##### IV. Open Public Meetings Act OPMA Training

- Gary Smith from the City Attorney’s office gave the Seattle Redistricting Commission an overview of the Open Public Meetings Act.
  - [Link to Gary Smith’s PowerPoint OPMA Training here](#)

##### V. Public Records Act Training

- Ariel Schneier from the City Attorney’s office went over the Public Records Act with the Redistricting Commissioners.

- [Link to Ariel Schneier's PowerPoint PRA Training here](#)
- *Follow-up item:* Staff will follow-up to make sure that all Commissioners have a 7-Year Retention folder to store relevant documents related to OPMA and PRA.

#### **VI. Decision-Making Points:**

##### ● **Approval of Bylaws**

- Redistricting Commissioners motioned to table approving the bylaws for the next meeting to go through them in more detail. The motion to table approving the bylaws was seconded and passed by the Redistricting Commissioners.

##### ● **Chair Selection**

- The Commission motioned, seconded and voted to appoint Commissioner Rory O'Sullivan to be the chair on a temporary basis and will then move forward appointing another chair in three months. The Redistricting Commission plans to alternate Chairpersons every three months.

##### ● **District Master RFQ**

- Jenn Brandon from the Department of Neighborhoods went over the differences between Request for Proposals (RFP) vs. Request for Qualifications (RFQ). The Redistricting Commission decided to pursue an RFP instead of an RFQ in order to get to know applicants and their various strategies and philosophies behind the redistricting process in more detail than an RFQ process would allow for. It was also noted that the process will take 1-3 months, unless the Redistricting Commission decides to do a direct selection process.
- The Commission voted to move the RFP approval to next week's meeting, to allow for staff to make updates based on the updated Districting Master timeline, which will be to appoint a Districting Master by December 21, 2021, fix any typos, and update the RFP based on recommendations from the City Attorney's office staff. Commissioners noted the need to add more detail around Racial Equity for Scope of Work and qualifications.

#### **VII. Questions from Commissioners**

- No questions from the Redistricting Commissioners at this time.

#### **VIII. Next Meetings Discussion**

- November 2nd, from 11:45am-1:15pm
- **ZOOM Platform vs WebEx** Commissioners expressed their preference to use ZOOM platforms for upcoming meetings, as advised by City Attorney's office, staff will explore options and get back to Commissioners for details about future meetings.

#### **IX. Approve minutes from last meetings**

- The Seattle Redistricting Commission was unable to approve minutes from the last meetings, as time didn't allow for this agenda item. This item is moved to the agenda for the next Redistricting Commission Meeting.

#### **X. Adjourn**

- Next meeting is Tuesday November 2<sup>nd</sup>, from 11:45am-1:15pm.
- Redistricting Commissioners - Send any comments or recommended changes for minutes, RFP, and the Bylaws to Elsa to compile before the next meeting
- Staff will send out a Doodle poll to determine a regular meeting time
- Staff will send out calendar invites for upcoming meetings
- Staff will follow-up and ensure that Commissioners have 7-Year Retention folders

- Questions and comments, please send them to [Elsa.Batres-Boni@seattle.gov](mailto:Elsa.Batres-Boni@seattle.gov)