

Michigan Independent Citizens Redistricting Commission

Virtual Meeting via Zoom Webinar due to the ongoing Covid-19 pandemic,
pursuant to 2020 PA 254 (MCL 15.263)

Full agenda, presentations, transcripts, and video recordings are available at
RedistrictingMichigan.org

Thursday, February 4, 2021

9:00 AM – 10:23 AM

MINUTES

PRESENT:

Juanita Curry
Anthony Eid (arrived at 9:04 AM)
Brittni Kellom (arrived at 9:59 AM)
Rhonda Lange
Steven Terry Lett
Cynthia Orton
MC Rothhorn
Rebecca Szetela
Janice Vallette
Erin Wagner
Richard Weiss
Dustin Joseph Witjes

ABSENT:

Douglas James Clark

OTHERS PRESENT:

Suann Hammersmith, Executive Director
Julianne V. Pastula, General Counsel
Edward Woods III, Communications and Outreach Director
Michigan Department of State (“MDOS”) staff

CALL TO ORDER AND WELCOME

Chair Lett called the meeting of the Michigan Independent Citizens Redistricting Commission to order at 9:00 AM.

ROLL CALL

MDOS staff called roll. All commissioners except Douglas James Clark, Anthony Eid, and Brittini Kellom were present and a quorum was met. *Commissioner Eid arrived at 9:04 AM. Commissioner Kellom, Vice Chair, arrived at 9:59 AM.*

ADOPTION OF THE AGENDA

Chair Lett called for a show of hands to approve the agenda. **AGENDA UNANIMOUSLY APPROVED.**

REVIEW AND APPROVAL OF MINUTES

Commissioners discussed the draft minutes and offered no edits.

Chair Lett called for motion to approve minutes as presented. **Motion by Commissioner Wagner. Supported by Commissioner Curry. Chair Lett held a vote by show of hands. MOTION UNANIMOUSLY APPROVED.**

PUBLIC COMMENT

Chair Lett opened the floor to public comment. There were two requests for public comment: Alexander Dewitt and Susan Smith. A full inventory of live and written public comment is available at [RedistrictingMichigan.org](https://www.RedistrictingMichigan.org).

CORRESPONDENCE

Executive Director Hammersmith reported no specific correspondence to address.

EXECUTIVE DIRECTOR REPORT

Executive Director Hammersmith reported that today the Commission will review a tentative timeline for the consultant selection process and a new draft of the Rules of Procedure (Resolution 2021.02.01). She also reported that no vendor questions were received for the Voter Rights Act (VRA) Legal Counsel RFP and that MDOS will present on the need to secure a tool enabling public submission of information and maps to the Commission. The executive director also hosted a brief ice-breaker activity.

LEGAL COUNSEL REPORT

General Counsel Pastula reported that an equipment policy for the Commission will not be presented at this time but can be revisited at the Commission's request. At today's meeting, the third draft of the Rules of Procedure will be discussed and at the next Commission meeting, a draft policy will be presented on the Freedom

of Information Act (FOIA) as well as guidance on the Open Meetings Act (OMA) as it pertains to conferences and seminars. At a later date, draft policies will be presented on Conflicts of Interest and Communications as well as a Procurement Evaluation proposal.

COMMUNICATIONS AND OUTREACH REPORT

Edward Woods III was welcomed as the new Communications and Outreach Director for the Commission. Director Woods thanked the staff from ICRC, MDOS and DTMB for assistance during his transition. He reported to the Commission that a process for public hearings is in development. He also reported that beginning in March, interested commissioners will have the opportunity to provide an update on the Commission's work **during at county, township and municipal government meetings¹** ~~public hearings~~ hosted by the Michigan Association of Counties, the Michigan Township Association and the Michigan Municipal League. More information will be forthcoming.

MICHIGAN DEPARTMENT OF STATE (MDOS) UPDATE

1. Administrative Update. An update was provided on the Commission's administrative requests.
2. Public comment and mapping tool. MDOS staff reported they are looking to procure a tool for the collection of public comments and map submissions that facilitates transparency, organization and accessibility. Functionality will include transfer and export of data and the ability to easily view and search submissions.

MOTION: Resolution in support of MDOS efforts to procure a tool that for the collection of public comments and maps that facilitates transparency, organization and accessibility. **Motion by Commissioner ~~Rothorn~~ Rothorn. Supported by Commissioner Wagner. Chair Lett held vote by show of hands. MOTION UNANIMOUSLY APPROVED.**

UNFINISHED BUSINESS

¹ Per the Open Meetings Act [[MCL 15.269\(1\)](#)] any corrections made by a public body to approved Minutes must "show both the original entry and the correction" and therefore all corrections are shown using font ~~strikethrough~~ to denote deletions and **red** font to denote corrections.

1. Rules of Procedure – Third Draft. General Counsel Pastula presented the revised Rules for consideration, which correspond to Resolution 2021.02.01.

MOTION: Approve Resolution 2021.02.01, as presented. **Motion by Commissioner Wagner. Supported by Commissioner Rothhorn Rothhorn. Chair Lett held a vote by show of hands. MOTION UNANIMOUSLY APPROVED.**

General Counsel Pastula reported that the Rules of Procedure will be posted on the Commission’s website.

2. Timelines for Consultant Selection Process. Executive Director Hammersmith shared a draft timeline for the consultant selection process, subject to change. The Commission also was notified that a draft policy on the RFP Review Process will be shared at the next meeting.

BREAK

Chair Lett called for a brief break from 10:00 AM TO 10:10 AM.

NEW BUSINESS

1. Answers to Bidder Questions for Voter Rights Act Legal Counsel RFP.
Executive Director Hammersmith reported no questions were submitted by the deadline.
2. Upcoming Meeting Agenda Topics.
Draft Communications and Outreach Policy
Draft RFP Review Policy
Draft OMA Guidance
Draft FOIA Policy
Communication Strategies

ANNOUNCEMENTS

1. CLOSUP Webinar on Communities of Interest “The Next Big Thing.”
Executive Director Hammersmith informed commissioners they are welcome to participate in this webinar which is scheduled for February 25 from 7-8 PM. Legal Counsel Pastula informed commissioners that the full Commission

is able to attend conferences and trainings under the OMA but is prohibited from discussing Commission business outside of an open meeting. While the CLOSUP webinar is not an interactive event the commissioners should exercise caution in their electronic communications, if any, during the event. The link to register is: <https://fordschool.umich.edu/event/2021/next-big-thing-redistricting-michigan-and-role-communities-interest>

2. Professional Photos. Communications and Outreach Director Woods advised he will be reaching out to commissioners via email to schedule professional photos.
3. Blue Brigade. Executive Director Hammersmith announced that she and Commissioner ~~Rotthorn~~ **Rothhorn** will be participating in this organization's March 1 Zoom meeting.
4. Michigan Nonprofit Association (MNA) press conference. Executive Director Hammersmith informed the Commission that during the MNA's Feb. 17 press conference, she will be providing a brief update on the Commission. She informed commissioners that MNA was involved in the Census and is currently involved in engaging communities of interests.

ADJOURNMENT

There being no further business, Chair Lett called for a motion to adjourn.

MOTION: Adjourn the meeting. **Motion by Commissioner Rothhorn. Supported by Commissioner Szetela. Chair Lett held a vote by show of hands. MOTION UNANIMOUSLY APPROVED.**

The meeting was adjourned at 10:23 AM.