

# **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](http://RedistrictingMichigan.org)

**Thursday, January 21, 2021**

**1:00 PM – 3:57 PM**

## **MINUTES**

**PRESENT:** Douglas James Clark  
Juanita Curry  
Anthony Eid  
Rhonda Lange  
Steven Terry Lett (left meeting at 1:10 PM; returned at 1:22 PM)  
Cynthia Orton  
MC Rothhorn  
Rebecca Szetela  
Janice Vallette  
Erin Wagner  
Richard Weiss  
Dustin Joseph Witjes

**ABSENT:** Brittni Kellom

**OTHERS PRESENT:** Michigan Department of State (“MDOS”) staff  
Suann Hammersmith, Executive Director  
Julianne V. Pastula, General Legal Counsel

### **CALL TO ORDER AND WELCOME**

Chair Lett called the meeting of the Michigan Independent Citizens Redistricting Commission to order at 1:00 PM.

### **ROLL CALL**

MDOS staff called roll. All commissioners except Brittini Kellom were present and a quorum was met. Chair Lett temporarily left the meeting at 1:10 PM and returned at 1:22 PM.

### **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 from January 14, 2021. Chair Lett called for a show of hands to approve minutes as presented. **MINUTES UNANIMOUSLY APPROVED.**

### **PUBLIC COMMENT**

Chair Lett opened the floor to public comment. There was no public comment. A full inventory of live and written public comment is available at [RedistrictingMichigan.org](http://RedistrictingMichigan.org).

### **CORRESPONDENCE**

Executive Director Hammersmith reported no correspondence was received.

### **EXECUTIVE DIRECTOR REPORT**

Executive Director Hammersmith reported that a draft Request for Proposal (RFP) for a mapping consultant is ready for the Commission to consider during today's meeting. The executive director also hosted a brief ice-breaker activity.

### **LEGAL COUNSEL REPORT**

General Legal Counsel Pastula provided a status on the RFP template and informed Commissioners that a draft of bylaws will be available next week. She also notified commissioners that they will be receiving a Privileged and Confidential Memorandum with guidance on Subsection 11 of Art. IV § 6 of the state's Constitution involving communication with the public. A "One-Pager" on Subsection 11 will also be made available to both the Commission and the public as a quick reference guide regarding the law. A brief presentation was provided on privileged & confidential communication, closed meetings and attorney client privilege.

### **OLD BUSINESS**

1. Administrative Items. MDOS staff provided an update on the Commission's administrative requests.

2. Communication and Outreach Director Hire – Offer Letter and Draft Contract. Commissioners discussed draft Resolution 2021.01.05 which includes an Offer Letter and Employment Contract for Edward Woods III, which upon acceptance will go into effect Feb. 1, 2021.

**MOTION:** Chair Lett called for a motion to approve Resolution 2021.01.05.  
**Motion by Commissioner Wagner. Supported by Commissioner Clark.**  
**Chair Lett held a roll call vote. MOTION UNANIMOUSLY APPROVED 12-0.**

## **NEW BUSINESS**

1. Presentation on Mapping Consultants and Software.  
*Rob Surber and Mark Holmes, DTMB*
2. Review Format to be Utilized for all Consultant Request for RFP.  
Review Vendor Questions Worksheet for Line Drawing.  
Review the Statement of Work for Line Drawing. MDOS staff provided overview and background on the development of the draft RFP 2021.01.06 for a Line Drawing and Redistricting Technical Services consultant. Commissioners discussed RFP content.

**MOTION:** Approve the draft RFP 2021.01.06 and have purchasing staff make it available to vendors. **Motion by ~~Chair~~ Commissioner<sup>1</sup> Clark. Supported by Commissioner Wagner.**

**MOTION TO AMEND:** Amend the motion to include minor typographical edits; adjust timeline for response to vendor questions, as best determined by staff; and the addition of requirements involving the archival of data and final deliverables and the escrow of software. **Motion by Commissioner Clark. Supported by Commissioner Orton. Chair Lett held a voice vote.**  
**AMENDMENT TO THE MOTION UNANIMOUSLY APPROVED 12-0.**

**Chair Lett called for a voice vote on the main motion as amended.**

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<sup>1</sup> 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 ~~strike through~~ to denote deletions and red font to denote corrections.

**MOTION UNANIMOUSLY APPROVED 12-0.**

3. 2021 Calendar for Future Meetings.

**MOTION:** Schedule a regularly occurring weekly meeting on Thursdays that alternates between mornings during even weeks and afternoons during odd weeks. **Motion by ~~Chair~~ Commissioner Clark. Supported by Commissioner Rothhorn. Chair Lett called for a vote by show of hands.**  
**MOTION UNANIMOUSLY APPROVED.**

4. Upcoming Meeting Agenda Topics and Continuing Education. The Commission discussed potential agenda items.

**Jan. 28:**

Budget

Draft bylaws

Vendor questions

Ongoing need for additional weekly meetings

**ADJOURNMENT**

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

**MOTION:** Adjourn the meeting. **Motion by Commissioner Orton. Supported by Commissioner Rothhorn. Chair Lett held a voice vote.**  
**MOTION UNANIMOUSLY APPROVED.**

The meeting was adjourned at 3:57 PM.