



**Independent Citizens Redistricting Commission (ICRC)  
Board and Commissions Room 1101, City Hall, 301 W. 2<sup>nd</sup> Street, Austin, TX  
Friday, May 31, 2013  
Minutes**

**CALL TO ORDER**

Meeting was called to order at 6:12 pm by Jawana “JJ” Gutierrez, ICRC Staff Liaison. A quorum was present.

**1. CITIZEN COMMUNICATION**

Members of the public present and signed up to speak included: Guadalupe Sosa, Roger Borgelt, Nelson Linda, Frances McIntyre, Peck Young, and Brad Parsons. Steve Bickerstaff was unable to attend and submitted his Citizen Communication in writing.

**2. NEW BUSINESS**

A. Introductions of ICRC members and city staff

**Staff member JJ Gutierrez and the initial eight ICRC members provided brief introductions.**

B. Discuss ICRC’s mission and purpose:

**Assistant City Attorney Sabine Romero provided an overview of the ICRC’s mission and purpose.**

C. Discuss ICRC legal considerations

i. Texas Open Meetings Act, Public Information Act, and City Charter No-Contact Period:

**Assistant City Attorney Sabine Romero provided an overview of the Texas Open Meetings Act, Public Information Act, and the City Charter.**

ii. Records Management

**City Clerk Jannette Goodall discussed the records management process including retention periods and what the ICRC’s role is as it relates to documentation retention.**

D. Discuss contents of ICRC member binder:

**Assistant City Attorney Sabine Romero provided an overview of the contents of the ICRC member binder as posted online and handed it out at the meeting.**

E. Discuss approach for reviewing remaining names in the pool of applicants recommended by the Applicant Review Panel and considerations for choosing final six ICRC members:

**Liaison Gutierrez led discussion on the approach for selection of the remaining six Commission members. Members requested a detailed map outlining the demographics of the remaining applicants, specifically broken down by race and gender. Liaison Gutierrez will provide the data before the next meeting.**

- F. Housekeeping matters, including resources on the City of Austin website, ICRC member contact information, staff support, and scheduling future meetings  
**Assistant City Attorney Sabine Romero discussed the ICRC website and the resources that are available on the website, including back up materials and future agendas. ICRC members requested to have the next two Friday meetings (6/7 and 6/14) begin at 6:30 pm rather than 6 pm. For the next meeting's agenda, ICRC members said they will discuss the 52 applications and will discuss choosing an interim chair and co-chair.**

**ADJOURNMENT**

Staff Liaison Gutierrez adjourned the meeting at 7:39 pm without objection.

DRAFT