



**Independent Citizens Redistricting Commission (ICRC)
City Hall, City Hall Chambers, Room 1001
301 W. 2nd Street, Austin, TX
Wednesday, July 3, 2013
Minutes**

MEMBERS IN ATTENDANCE:

Magdalena Blanco	Mariano Diaz-Miranda	Harriet Harrow
Rachel Farris	Stefan Haag	Anna Saenz
Carmen Llanes Pulido	Arthur Lopez	Hilliam Hewitt
Ryan Rafols	María Solís	

CALL TO ORDER

Meeting was called to order at 6:30 pm by Interim Chair Magdalena Blanco. A quorum was present.

- 1. CITIZEN COMMUNICATION:** Brad Parsons, Peck Young, James Nortey

The commission may discuss and take action on any of the following items:

2. Approve minutes of June 26, 2013 regular meeting.
Member Harrow motioned to approve the minutes from the June 26th meeting with the addition of adding Liasion Gutierrez's comment about Catherine Cocco being absent for a few months on Agenda item 9. Member Llanes-Pulido seconded. Motion was passed on a vote of 11-0.
3. Delegation of parliamentary duties; possible selection of a parliamentarian.
After a brief discussion, Interim Chair Blanco decided to wait and have discussion on this item when the full commission is present.
4. Budget request for additional funding
Liasion Gutierrez discussed the basic procedures on the process for making budgetary requests for additional funding.
5. Absence of person selected to be commission member. 6. Possibility of using video-conferencing
Liasion Gutierrez read the email from Catherine Cocco; in the email it stated Cocco will be back in Austin on August 13th. Member Saenz provided a draft letter to Interim Chair Blanco; the letter in essence states the commission will be replacing Cocco. Member Solis motioned to write Cocco a letter letting her know the commission will be selecting another member. Member Rafols seconded. (no further vote was made) Member Blanco motioned to table the discussion of the absence of a person selected to be a commission member until the next ICRC meeting, and for the commission to wait and make a decision once the commission hears back from City Attorneys on whether or not Cocco can be sworn in via video conferencing. Member

Diaz-Miranda seconded the vote. After a brief discussion, the first motion made from member Solis was brought up again. Member Solis motioned to start the process of writing Cocco a letter letting her know the commission will be removing her due to her circumstances and absences. Interim Chair Blanco amended the motion by adding in that the commission cannot make a full decision until all the facts are available. Member Solis declined the amendment. Interim Chair Blanco then motioned to write a letter to Cocco as a notification letter only, and not a letter advising her of complete removal. Member Rafols seconded. Motion was passed on a vote of 8-3.

- 7. Selection criteria and procedural matters regarding hiring of Commission staff, consultants, and legal counsel**

As requested in the last meeting, Liaison Gutierrez provided examples of RFP's (Requests for Purchase) to the commission. Yolanda Miller, Deputy Purchasing Officer from City Staff provided a brief summary on the logistics of hiring staff for the commission, and answered general purchasing questions. Member Diaz-Miranda motioned that the commission just concentrate on hiring an Executive Director, and to make the position a contractor. Member Lopez seconded. Motion was passed on a vote of 10-0. (1 abstained) Member Saenz drafted up a sample of a job description for the ICRC Executive Director; member Saenz read part of the sample to the commission. Member Farris motioned that member Harrow take all samples of job descriptions, in conjunction with any received communication from Liaison Gutierrez, and compose and bring a draft of the Executive Director job description to the next ICRC meeting. Member Hewitt seconded. The motion was passed on a vote of 10-0. (1 abstained) Member Farris motioned to have Liaison Gutierrez post all internal/external communication on the website. Member Rafols seconded. Motion was passed on a vote of 11-0.

- 8. Selection of Chair and Vice Chair**

Member Diaz-Miranda motioned to table this item until the next ICRC meeting.

Member Hewitt seconded. Motion was passed on a vote of 10-0 (1 abstained)

Member Rafols motioned to create a message board where the commission members can communicate with one another. (Interim Chair noted this will be listed on the next meeting for discussion)

- 9. Future Agenda Items**

Per Interim Chair Blanco, the next meetings agenda will be selecting a chair and co-chair, ICRC member contact information, future location discussions, report from member Harrow on the job description of Executive Director, report from JJ about video-conferencing capabilities for Cocco, putting together a schedule with locations and dates for the precincts, and per Liaison Gutierrez, a PIO from the City will come and speak to the commission about the options of reaching out.

ADJOURNMENT

Interim Chair Blanco adjourned the meeting at 9:00 pm without objection.

DRAFT