

**MINUTES OF PUBLIC MEETING OF THE  
ARIZONA INDEPENDENT REDISTRICTING COMMISSION  
March 2, 2001**

A public meeting of the Arizona Independent Redistricting Commission was convened on Friday, March 2, 2001, 9:30 a.m., at the Industrial Commission, 800 W. Washington, First Floor Auditorium, Phoenix, Arizona, pursuant to public notice duly given.

**Members Present:** Steven W. Lynn, Tucson  
Dan Elder, Tucson  
Joshua Hall, St. Johns  
Andrea (Andi) Minkoff, Phoenix  
James Huntwork, Phoenix

**Others:** Terri Skladany, Special Counsel - Attorney General's Office  
Joseph A. Kanefield, Assistant Attorney General  
Diana Varela, Assistant Attorney General  
Claudia Smith, Arizona Department of Administration  
Robert A. Patterson, Arizona Department of Administration  
John Adler, Arizona Department of Administration  
Lori Meeks, Arizona Department of Administration  
Donna Linkous, Arizona Department of Administration  
Bill Hernandez, Arizona Department of Administration  
Kimball W. Brace, Election Data Services, Inc.  
Joel Wilson, Election Data Services, Inc.  
Karen Osborne, Maricopa County Elections Department  
Tim Johnson, Maricopa County Elections Department  
Steve Gallardo, Latino Coalition for Political Action  
Cortland Coleman, Arizona Democratic Party  
Tony Sissons, Research Advisory Services, Inc.

- I. Chairman Steven W. Lynn called the meeting to order at approximately 9:30 a.m.
- II. Approval of the February 16, 2001 minutes. A motion was made by Commissioner Minkoff and seconded to accept the minutes as corrected. Motion unanimously carried.
- III. **Public Comment**  
**Steve Gallardo - Latino Coalition for Political Action** - Mr. Gallardo recommended the Commission do the following for minority outreach:
  - Publish meeting notices and agendas in Spanish and distribute copies to the minority media
  - Have a Spanish interpreter present at Commission meetings
  - Place discussion of minority concerns on each agenda
  - Strongly consider minority applications for independent counsel and executive director
  - Allow time for public comments at the beginning and the end of each meeting

**Tony Sissons - Research Advisory Services, Inc.** - Mr. Sissons asked the Commission to consider hiring an Arizona-based consulting firm.

**Cortland Coleman - Arizona Democratic Party** - Mr. Coleman endorsed Mr. Gallardo's suggestions for public comment at the beginning as well as the end of all meetings and the need for minority outreach.

**IV. Commission Structure:**

Commissioner Lynn informed the public what the Commission and the Department of Administration has been doing in terms of structure and extended his appreciation for their help. Bill Hernandez with the Department of Administration was introduced as the interim coordinator of the Commission's activities until selection of an executive director and staff.

**- Hiring Executive Director**

There was discussion on the draft job description presented by the Department of Administration. Commissioner Huntwork supported the job description as written. Commissioners Minkoff and Lynn expressed concern with the described job activities. Commissioner Huntwork moved to accept the job description and direct the Department of Administration to post the vacancy and begin the process of collecting applications as quickly as possible but within reason and to make sure the application is widely disseminated. The motion was seconded by Commissioner Minkoff. Discussion ensued by the Commissioners, Mr. Hernandez, and Claudia Smith of the Department of Administration regarding the timetable for the hiring process. Recommendation was made by Commissioner Huntwork and concurred by Commissioner Minkoff that the Department of Administration pre-screen all applicants and make recommendations. However, the Commission reserves the right to look at any applications provided. Unanimously carried.

**- Hiring Staff**

Discussed and deferred discussion of staff until future meeting.

**- Hiring Counsel**

John Adler of the Department of Administration explained the time frame and process for hiring legal counsel. Mr. Adler said the announcement could be placed on a web page and the hiring process could be shortened three weeks. Commissioner Huntwork recommended the process be cut to ten days. Commissioner Hall made a motion that each Commissioner individually evaluate all applications, recommend top three applicants, and send the recommended applications to the Department of Administration for interviewing at the next meeting. Motion was withdrawn. There was discussion on how the interview process should be conducted. It was moved by Commissioner Minkoff and seconded by Commissioner Elder that the Commission schedule a two day meeting in the future to review applications for both the executive director and outside counsel positions. On the first day, applications would be screened; on the second, the Commission would interview selected applicants and make a decision. There was further discussion on the screening process. Motion passed. A motion was made by Commissioner Hall for the Commission to interview five finalists for executive director

on the second day of the meeting. Discussion ensued. The motion was amended by Commissioner Hall and seconded by Commissioner Minkoff to limit the number of final applicants for the executive director position to five and the two outside counsel positions to three Democrats and three Republicans. Motion unanimously carried.

**- Office Space**

Motion was made by Commissioner Hall and seconded by Commissioner Minkoff to accept the office space located at 1400 W. Washington, Suite 10, Phoenix, and appoint Commissioner Elder to work with Mr. Patterson of the Department of Administration on the internal layout of the office. Discussion ensued. Lisa Hauser informed the Commission of available office space at the County Supervisor's Association building west of the Capitol Tower. Donna Linkous with the Department of Administration pointed out that the accounting facilities the Commission would be using were located in the 1400 W. Washington Building, Suite 10. Motion unanimously carried.

**V. Presentation by Maricopa County Elections Department.**

**Karen Osborne** - Provided the following materials

- County Election Department contact list
- Proposal by Maricopa County Elections Department

Ms. Osborne informed the Commission that various County Election Departments were willing to help the Commission and that Maricopa County Elections Department could provide technical assistance as described in the written proposal. Ms. Osborne described what they had found in terms of historical voting data.

**Tim Johnson** - Mr. Johnson further explained the proposal and what technical support he could provide to the Commission.

**VI. Presentation(s) From National Redistricting Consultants.**

**Kimball W. Brace, Election Data Services, Inc.**

Mr. Brace provided the Commission with Election Data Services' proposal and described the company's prior redistricting experience. Mr. Brace gave a slide presentation outlining the services the company could provide to the Commission.

**Joel Wilson, Election Data Services, Inc.**

Mr. Wilson demonstrated and explained some of the software used by Election Data Services, Inc.

Commissioner Minkoff asked if the Commission would decide today on the selection of a consulting firm. In response to a question from Commissioner Lynn, Assistant Attorney General, Terri Skladany advised the Commission to defer making a decision on the selection of a consulting firm until it was specifically noticed on a future meeting agenda.

**Recessed for Lunch**

Commissioner Lynn asked if there was a motion to reconsider the decision on the office space. It was moved by Commissioner Huntwork and seconded by Commissioner Minkoff to reconsider the decision on the office space. Unanimously carried. Commissioner Huntwork informed the Commission that during lunch he checked on the space owned by the Arizona Association of Counties and suggested the Commission go over and evaluate the space. There was discussion on the space and Commissioner Lynn requested the Commission again vote on taking the space located at 1400 W. Washington. By a vote of 4 ayes and 1 no, the Commission again decided to take the space at 1400 W. Washington, Suite 10.

**VII. Discussion About How Other Redistricting Commissions Operate.**

The Commission reviewed and discussed the survey of redistricting commissions provided by the Attorney General's Office. Commissioner Elder suggested the executive director be the first priority and go from there. Commissioner Minkoff suggested that Washington's structure be a model for the Commission here.

**VIII. Public Comment.**

**Cortland Coleman - Arizona Democratic Party -** Mr. Coleman again suggested the Commission place a public comments period on the agenda for the beginning and towards the end of the meetings.

**LX. The next meeting is scheduled for Monday, March 19, 2001, 10:00 a.m. and to continue on Tuesday, March 20, 2001, 8:30 a.m. Location to be determined.****X. Agenda items for presentation, discussion and possible decision at next meeting:**

Screening of applicants

- executive director
- outside counsel

Interview of applicants

- executive director
- outside counsel

Presentation(s) from redistricting consultants

Technical support

Public Comment

**XI. Adjournment**