

Date: August 25, 2020

To: Mayor and Members of the City Council

From: Monique De La Garza, City Clerk

Subject: **Update on Independent Redistricting Commission**

This report provides an update on the Independent Redistricting Commission Recruitment and Selection Process.

Background

The Long Beach Independent Redistricting Commission (Commission) was established by ballot initiative Measure DDD in 2018. The measure amended the City Charter to create an independent body with the exclusive authority to redraw the Council district boundaries every ten years following the national Census through an open and transparent process.

Recruitment

The application period for the Commission, pursuant to City Charter Section 2505, was open for three months from April 1, 2020 to June 30, 2020. Since the May 2020 update to the City Council, City staff successfully increased the number of applicants in demographic and Council district categories with lower submission totals through targeted outreach, specifically in Council Districts 1, 7, and 9, along with the Asian and Pacific Island, Black and African American, Hispanic or Latinx, and LGBTQ+ communities. The totals presented to the Council and final totals of the applicant pool are reflected in Attachment A.

As a result, a total of 400 applications were submitted. Applicants responded that they were directed to the application through the following outreach efforts:

- Utility bill inserts
- Social media ads and posts
- Referrals from Community Based Organizations
- Various email newsletters
- Online media ads
- Freeway billboards ads
- LB Transit ads
- LB Airport ads
- Various presentations
- Local news publications

After an initial review of the applications, 353 applicants have been determined potentially eligible (pending verification of conflict of interest and registration responses on their application) to be included in the subpool of 20-30 applicants selected by the Ethics Commission. There were 14 applicants who withdrew their name from consideration, six duplicated applications, and 27 applicants who were deemed ineligible due to their responses on the application.

COVID-19 Impacts

Immediately following the COVID-19 outbreak, City staff evaluated impacted recruitment activities to initiate outreach changes and comply with physical distancing requirements. Some key recruitment modifications included rescheduling a recruitment workshop as an online webinar, presenting virtually at community meetings, and shifting outreach planned for community events to additional digital advertisements and targeted social media ads. To supplement the shift from in-person outreach, City staff increased paid social media ads and included paid advertisements in local publications such as the Long Beach Post and Long Beach Gazette. In addition to the modifications, City staff partnered with the City Census team to distribute messaging and flyers through Community Based Organizations and meal distributions.

Selection Process

City Charter Section 2505 designates the Ethics Commission as the screening panel responsible for creating a subpool of 20 to 30 applicants most qualified to perform the duties of the Commission by November 1, 2020. The subpool must include at least two applicants from each existing Council District and should reasonably reflect the City's diversity.

Once the subpool is established, the Ethics Commission Chair will randomly select the first nine Redistricting Commissioners, one from each existing Council District. The nine Redistricting Commissioners selected by the Ethics Commission will then select four additional Commissioners and two alternates from the remaining applicants in the subpool, for a total of 13 members and two alternates. The Commission must be fully established by December 1, 2020.

The Ethics Commission must make each assignment to the subpool on the basis of the applicant's relevant analytical skills, familiarity with the city's neighborhoods and communities, ability to be impartial, and apparent ability to work cooperatively with other potential Commissioners. The Ethics Commissioners may also request to interview applicants prior to selecting the subpool.

At the Ethics Commission meeting on August 12, 2020, the Commissioners adopted the following selection process:

- The Ethics Commission was randomly divided into three ad hoc committees to evaluate applications by Council District. Using a selection process similar to the process used

to select the three final commissioners appointed to the Ethics Commission (Attachment B), the City Clerk's Office will assign each ad hoc committee approximately one-third of the applications for review and ranking. Assignments will be made to have Commissioners review applicants from Council Districts other than the one in which the Commissioners reside with names and personal information of applicants redacted to minimize any potential bias.

- City staff will create an Evaluation Guide for the Ethics Commission ad hoc committees to rank applicants based on their responses in the interest statement on the application, as well as information provided on the application and resume (if submitted). The ad hoc committees will produce a list of five applicants from each Council District for a total of 45 applicants to be interviewed by the entire Ethics Commission. The list of applicants to be interviewed is scheduled to be adopted by the Ethics Commission at the next Regular Meeting on September 9, 2020.
- Interviews of the 45 applicants will be conducted by the Ethics Commission in September and October following the adoption of the list of interviewees.
- Final selections to the subpool will be made by the Ethics Commission at the Regular Meeting on October 14, 2020. At the same meeting, the Chair will randomly select the first nine Independent Redistricting Commissioners from the subpool once it is established.
- Once the first nine Independent Redistricting Commissioners are onboarded, they will select the last four members and two alternates from the remaining candidates in the subpool.

Redistricting Timeline

The redistricting timeline is subject to several deadlines outlined by the City Charter. The final map must be adopted within six months after the Census-block level population data is released, and must be adopted six months prior to the next primary City election to go into effect for that election. In addition, the training of Commissioners must be finished by March 1, 2021, and there must be at least nine public meetings held, including one meeting held in each current Council District.

During the May 2020 update to the City Council, as a result of the COVID-19 pandemic, City staff presented possible timeline changes with the Census response deadline expected to be extended through October 31, 2020, and the release of Census tract data deadline be moved to July 31, 2021. Since that update, the Census response deadline was moved to September 30, 2020, resulting in the Census-block level data expected to be released by the original deadline of March 31, 2021.

Pending further Census timeline changes, the current redistricting timeline has reverted back to the original plan of beginning meetings in each Council District (potentially virtually) in April

2021, with deliberations on finalizing the redrawn map beginning in June 2021, with the final map being adopted by the beginning of September to meet the City Charter deadlines for the 2022 primary election.

One additional potential impact is the 2022 Election day changing due to SB 970, which proposes moving the primary election date in 2022 from March to June, giving the Commission an additional month to adopt the map.

cc: Charles Parkin, City Attorney
Amy R. Webber, Deputy City Attorney
Laura L. Doud, City Auditor
Thomas Modica, City Manager
Linda Tatum, Assistant City Manager
Kevin Jackson, Deputy City Manager
Teresa Chandler, Deputy City Manager
Rebecca Garner, Administrative Deputy City Manager

MD:jn
Attachment A: Demographic Breakdown
Attachment B: Ethics Commission Selection Process Memo

Independent Redistricting Commission Application Demographic Breakdown

Council District	5/8/2020	5/31/2020	6/30/2020	Final
District 1	9	19	32	32
District 2	16	28	51	45
District 3	31	42	65	59
District 4	18	23	34	29
District 5	30	40	57	52
District 6	13	25	38	34
District 7	11	20	37	35
District 8	15	23	44	33
District 9	10	17	37	34
N/A	1	2	5	0
Total Applicants	154	239	400	353

Race/Ethnicity	5/8/2020	5/31/2020	6/30/2020	Final
American Indian or Alaskan Native	2	4	6	4
Asian / Pacific Islander	7	9	32	26
Black or African American	16	33	63	55
Hispanic / Latinx	29	45	84	76
White / Caucasian	92	124	162	147
Multiple ethnicity / Other	8	24	53	45
Total Applicants	154	239	400	353

Sexual Orientation	5/8/2020	5/31/2020	6/30/2020	Final
Asexual	3	5	10	6
Bisexual	11	15	24	23
Heterosexual / Straight	118	184	303	270
Homosexual / Gay or Lesbian	19	31	49	45
Pansexual	2	2	4	3
Prefer to Self-Describe	1	2	10	6
Total Applicants	154	239	400	353

Age	5/8/2020	5/31/2020	6/30/2020	Final
18-29	11	17	38	34
30-39	25	45	81	73
40-49	24	37	70	62
50-59	25	52	85	77
60-69	44	54	69	66
70-79	20	24	36	34
80-89	4	6	6	7
Unknown	1	4	15	0
Total Applicants	154	239	400	353

Income	5/8/2020	5/31/2020	6/30/2020	Final
Under \$35,000	18	30	56	49
\$35,000 - \$74,999	35	58	106	95
\$75,000 - \$124,999	51	81	129	109
\$125,000 - \$250,000	45	60	95	86
Over \$250,000	5	10	14	14
Total Applicants	154	239	400	353

Gender	5/8/2020	5/31/2020	6/30/2020	Final
Male	84	130	211	187
Female	67	106	183	160
Non-Binary	2	2	5	5
Male/Non-Binary	1	1	1	1
Total Applicants	154	239	400	353

**City of Long Beach***Working Together to Serve***Office of the City Attorney****Memorandum**

DATE: January 27, 2020

To: Honorable Members of the Ethics Commission

FROM: Amy R. Webber, Deputy City Attorney *ARW*

SUBJECT: Process for Selection of Remaining Ethics Commission Members
(Revised)

Pursuant to Long Beach City Charter Section XXIV, the four members of the Ethics Commission (Commission) who were initially appointed by the Mayor and City Auditor must select three additional commissioners. To accomplish this expeditiously, fairly, with transparency, and in compliance with the Brown Act, the following process is recommended:

1. Applications received during the submission period will be reviewed by staff to ensure the applicants meet the minimum criteria specified in the City Charter. Staff will review qualifying applications for responses to the open-ended supplemental questions. Only those applicants that meet the minimum criteria and responded to these questions will be presented to the Commission for consideration.

2. Staff will redact names and personal information from the applications and assign each application a number or letter. This procedure will both protect the personal information of the applicants and minimize the possibility of any bias by the Commissioners. The Commission will review the applications forwarded by staff. The numbered applications may be made public on the City website or at Commission meetings with personal information redacted.

3. At the January Study Session, Commissioners will be requested to review and rank numbered applications. Commissioners will discuss the interview process, including location, sample questions, timing, number of candidates, and whether to select by consensus or by average ranking. They will also discuss the candidates and will identify those that best meet the qualifications criteria in the City Charter and established by the Commission, using letters or numbers to protect confidentiality. Following the Study Session, in an open meeting (immediately following the Study Session), the Commission may select a group of candidates for interviews. Staff will notify selected finalists to attend a public interview with the Commission at its February meeting.

Alternatively, the Commission may determine that additional time is required to receive and consider applications. In this event, the process will be extended and

Process for Selection of Remaining Ethics Commission Members (Revised)

January 27, 2020

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additional meetings may be scheduled for this purpose, consistent with the process outlined above.

4. Finalists will be provided written interview questions in advance of the Commission's February meeting, which will be conducted as a Study Session. We suggest following the Sacramento interview model (see link here). Commissioners will tentatively select the three best qualified applicants as members of the Commission, subject to successful completion of the City's onboarding requirements for service on Commissions, including completion of City Ethics training, Form 700, oath of office, and background fingerprinting. Both successful and unsuccessful applicants will be informed by formal letter.

5. At the March Commission meeting, the tentatively selected members who have completed the City's onboarding requirements will be confirmed and seated as members of the Commission.

6. Brown Act and Robert's Rules training will be provided for the new Commissioners.

7. April and May Commission meetings will address current and historical City ethics practices and regulations. The May meeting will also include the election of a Chair and Vice-Chair selected by the entire seven-member Commission.

We appreciate your patience in this process, and look forward to continuing our work at the next meeting.