

Elections Commission
City & County of San Francisco

Viva Mogi, President
Lucy Bernholz, Vice President
Roger Donaldson
Christopher Jerdonek
Charles Jung
Jill Rowe



John Arntz, Director of Elections

REGULAR MEETING MINUTES

San Francisco Elections Commission
Wednesday, December 16, 2020
3:00 p.m.
Remote meeting via WebEx

Order of Business

1. Call to Order & Roll Call

Meeting called to order at 3:01 p.m.

Present: President Mogi, Commissioners: Donaldson, Jerdonek, Jung and Rowe

Tardy: Vice President Bernholz, *joined meeting at 3:09 p.m. during Item #2, due to technical difficulties with WebEx*

Also present: Director of Elections John Arntz, Deputy City Attorney Jenica Maldonado, and Information Systems Tech James (Jim) Smith

2. Public comment on any issue within the Elections Commission's General Jurisdiction that is not Covered by Another Item on this Agenda

Pedro Hernandez expressed concern about voters being able to obtain access to information, language translation, and accessibility.

Lauren Girardin thanked the commission for making changes suggested at November 18, 2020 San Francisco Regular Commission Meeting to reflect the local dial-in phone number, making documents accessible to persons with screen readers, and sharing meeting information on Twitter and YouTube.

3. Approval of Minutes of Previous Meetings July 8, July 15, and November 18, 2020

Public Comment

David Pilpel suggested changes to the meeting minutes for July 8 and 15, and November 18, 2020.

Commissioner Rowe motioned to approve meeting minutes for July 8, July 15, and November 18, 2020.

Commissioner Rowe amended her motion to approve, with modifications to correct the acronyms, as suggested by public comment, to the July 15 minutes and to approve the November 18, 2020 minutes.

President Mogi suggested presenting July 8, 2020, meeting minutes at next meeting.

Seconded by Commissioner Jerdonek

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| President Mogi | Yes |
| Vice President Bernholz | Yes |
| Commissioner Jerdonek | Yes |
| Commissioner Donaldson | No |
| Commissioner Rowe | Yes |
| Commissioner Jung | Yes |

5 Yays 1 Nay 0 Abstain
Motion passed

4. Redistricting Task Force (RTF)

Commissioner Donaldson reviewed the memo prepared by Commissioner Rowe and the RTF application with suggested revisions by Commissioner Jung. Commission members discussed the revised application extensively, and revisions were made accordingly.

President Mogi moved to adopt the RTF application with the proposed amendments discussed by the commissioners.

Commissioner Rowe moved to adopt the application, as amended, for the 2021 RTF.

Commissioner Donaldson seconded.

Commissioner Jerdonek discussed with Deputy City Attorney (DCA) Maldonado the effect of Prop C on the application amendments.

Public Comment

David Pilpel made suggestions to application.

Jen Tse wanted to bring attention to the number of meetings the RTF will need to attend.

Lauren Girardin suggested questions to ask on the RTF application and during interviews.

Pedro Hernandez expressed concern on how the public will be notified of the upcoming RTF, and ensure proper representation for all communities.

Commissioner Rowe discussed areas for improvement to the RTF memo, and application criteria and processes, based on public commenters' feedback.

President Mogi suggested revisiting the documents for RTF applicants due to feedback from public comment.

Commissioner Jerdonek suggested incorporating categories mentioned in the charter, and Prop C language.

Commissioner Rowe withdrew her motion.

5. Commissioners' Reports

This is Commissioner Rowe's last meeting. Commissioners expressed their gratitude for her commitment and contributions to the Elections Commission. Commissioner Rowe expressed her gratitude also.

President Mogi reported having sent a letter to Mayor Breed and cc'd other California officials to commend Director Arntz for his hard work during this year's elections. The Board of Education (BOE) has opened its application process for the open seat on the Elections Commission. President Mogi asked to post on Twitter the contact information for Mark Sanchez, President of the BOE, and Esther Casco.

Public Comment

Lauren Girardin asked questions regarding the open seat on the Elections Commission.

Pedro Hernandez expressed gratitude for Commissioner Rowe's service.

Rebecca Chappell introduced herself to the commission, as she will be replacing Commissioner Rowe.

6. Director's Report

Director Arntz thanked the commission for the letter of commendation and Commissioner Rowe for all her support. He also reported the Mayor's Office indicated all departments could expect budget cuts. The budget review will require two public hearings, at Budget and Oversight of Public Elections Commission (BOPEC), and the Elections Commission.

Commissioner Jerdonek asked Director Arntz if there was further discussion on a grant from the Center for Tech and Civic Life (CTCL). Director Arntz stated the Board of Supervisors approved acceptance of the CTCL grant.

Public Comment

David Pilpel commented on BOPEC and Elections Commission meetings timelines.

Pedro Hernandez commented on post-election voting details.

Lauren Girardin asked if there is an update on when the Request for Proposal (RFP) for the redistricting vendor will be issued.

Commissioner Jerdonek asked Director Arntz if there is a process for the public to know when the RFP for the redistricting consultant has been issued. Director Arntz will explore how to make an announcement.

7. Racial Equity Action Plan (REAP)

President Mogi and DCA Maldonado discussed the requirements of the ordinance for every City department. All departments are expected to prepare a REAP and present it by the end of the calendar year. The Office of Racial Equity has prepared a template for use by commissions.

Director Arntz presented and gave background on the Department of Elections REAP.

Commissioner Jerdonek asked Director Arntz if the City tracks racial information. Director Arntz stated information provided by employees when hired is optional.

President Mogi asked for the response rate on survey input from the Director's team. Director Arntz responded with statistical information. President Mogi asked for individual input and proposed Elections Commission members form committees to discuss and make recommendations on REAP.

Motion made by Commissioner Rowe to recommend Director Arntz include the draft Section 7 with two modifications: 1) Section 7.2.3 will be carried out consistently with

open meetings laws: and 2) adding a notation that addresses advising appointing authorities of equity goals when any openings arise.

Seconded by Commissioner Donaldson.

Public Comment – None.

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| President Mogi | Yes |
| Vice President Bernholz | Yes |
| Commissioner Jerdonek | Yes |
| Commissioner Donaldson | Yes |
| Commissioner Rowe | Yes |
| Commissioner Jung | Yes |

6 Yays Nay 0 Abstain
Motion passed and carries

8. Agenda items for future meetings

- 1) Review of RTF Application
- 2) Formally review election
- 3) Reading acknowledgement of Ohlone Community prior to each meeting
- 4) Election of Commission Officers

Public Comment – None.

9. Annual Performance Evaluation of Director of Elections

Public Comment – None

Motion to meet in closed session by Commissioner Donaldson
Seconded by Vice President Bernholz

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| President Mogi | Yes |
| Vice President Bernholz | Yes |
| Commissioner Jerdonek | Yes |
| Commissioner Donaldson | Yes |
| Commissioner Rowe | Yes |
| Commissioner Jung | Yes |

6 Yays Nay 0 Abstain
Motion passed and carries

Recess prior to commencement of closed session at 5:57pm

Return from recess at 6:03 pm

Discussion in closed session commenced at 6:05 pm. The following Elections Commission members were in attendance: President Mogi, Vice President Bernholz, Commissioners Jerdonek, Donaldson, and Jung. Also in attendance Deputy City Attorney Jenica Maldonado, and Elections Commission Secretary Martha Delgadillo.

Closed session ended at 6:56 pm.

Motion was made by Commissioner Rowe to keep the closed session confidential due to employee privacy.

Commissioner Jung seconded.

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| President Mogi | Yes |
| Vice President Bernholz | Yes |
| Commissioner Jerdonek | Yes |
| Commissioner Donaldson | Yes |
| Commissioner Rowe | Yes |
| Commissioner Jung | Yes |

6 Yays 0 Nay 0 Abstain
Motion passed and carries

Adjournment at 7:00 pm