

Independent Redistricting Commission

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Procedures Regarding Attendance at Commission Meetings.

1. Section 3.08 of the Bylaws of the County of San Diego Independent Redistricting Commission provides:

Attendance. Commissioners are expected to attend all regular meetings, special meetings, and public hearings, and are expected to serve on standing and ad hoc committees, or in other roles, as needed. If a Commissioner cannot attend a regular or special meeting, or public hearing, they must notify the Chairperson in advance of such an absence. Absences may be excused or unexcused. An unexcused absence means an absence that is not approved by the Chairperson. Consistent with Sections 3.09(a)(i) and (v) below, failure to attend public meetings or hearings may result in removal from the Commission.

Procedure:

On and after October 1, 2021, a commission member shall give notice before a meeting or hearing by email to the Chairperson and Executive Lead of his or her absence from the meeting or hearing. The Chairperson shall determine whether each absence is “excused”.

Excused absences shall be limited to those meeting both of the following requirements:

- (a) The absent member must have informed the Chairperson and Executive Lead of the absence prior to the scheduled meeting, and
- (b) The absence is due to one of the following:
 - i) Personal illness that prevents virtual attendance.
 - ii) Illness of a spouse, child, or close relative that prevents virtual attendance of the commissioner.
 - iii) A death in the family.
 - iv) An emergency (e.g., internet outage, natural disaster, irrecoverable computer crash, etc.) that prevents virtual attendance of the commissioner.
 - v) Military service.

In determining whether a quorum of Commissioners is present for the purpose of meetings, the Clerk shall note the absences and the Chairperson shall state on the record whether the absence is excused. Notation of both the absence and whether it is excused shall be included in the official meeting minutes.

The Chairperson's failure to excuse an absence may be appealed to the full Commission at the next meeting following the absence. The Commissioner appealing the failure to excuse an absence shall be given an opportunity to be heard at that next meeting. The Chairperson shall not participate in the appeal; instead, the discussion and determination will be led by a Co-Vice Chair. The Chairperson shall assign this duty as a standing responsibility to one of the two Co-Vice Chairs. The absence may be excused by the vote of nine (9) commissioners.

2. Section 3.09(a)(v) of the Bylaws of the County of San Diego Independent Redistricting Commission provides:

(a) **Vacancy Definition.** A vacancy shall occur upon the following occurrence: ...

v. Removal of a Commissioner by a recorded affirmative vote of nine (9) Commissioners, due to three consecutive unexcused absences, or five total unexcused absences in a calendar year, from regularly scheduled Commission meetings or public hearings.

Procedure:

On and after October 1, 2021, after three consecutive unexcused absences or five total unexcused absences in a calendar year from regularly scheduled Commission meetings or public hearings, the Chairperson shall place an item for removal of the commissioner on the agenda of the next Commission meeting following the absence.

The Commissioner shall be given notice by email of the placement of the item for removal of the Commissioner on the agenda no later than 72 hours before the meeting at which the item will be considered. The notice shall include the grounds for potential removal. The Commissioner shall be given an opportunity to be heard at the meeting at which the item will be considered. If the Commissioner has filed an appeal of the Chairperson's failure to excuse an absence, the appeal shall be heard and determined first.

The Commissioner shall be removed upon the affirmative vote of nine (9) Commissioners.

If the vote is to remove the Commissioner, the removed Commissioner may file a petition with the Commission seeking reinstatement within 10 days based on new

facts or law. With regard to Section 3.09(b) of the Bylaws of the County of San Diego Independent Redistricting Commission, the Commission during this period will consider candidates to fill the vacancy but will not make a determination until the 10-day period for a petition has passed.