



# COUNTY OF SAN DIEGO

## Independent Redistricting Commission

### COMMISSIONERS

David Bame, Chair  
Amy Caterina, Co-Vice Chair  
Rosette Garcia, Co-Vice Chair  
Colleen Brown  
Chris Chen  
Sonia Diaz  
Elidia Dostal  
Barbara Hansen  
Kenneth Inman  
Kristina Kruglyak  
Arvid Larson  
Fernandez Ponds  
John Russ  
Ramesses Surban

TO: Independent Redistricting Commissioners

FROM: Barbara Jiménez, Executive Lead

CC: Marguerite Leoni, General Counsel  
Andrew Potter, Clerk of the Board of Supervisors

DATE: January 25, 2022

SUBJECT: Transition of IRC to Post-Mapping Status

Thank you for your service as a member of the County of San Diego ("County") 2021 Independent Redistricting Commission ("IRC"). Your time and commitment were critical to the successful and timely completion of the IRC's statutory responsibility to adjust the boundary lines of the supervisorial districts of the County Board of Supervisors ("board"). Congratulations on meeting your goal and ensuring new district lines for the coming decade!

Now that the IRC's statutory mandate is complete, the next phase will be to conclude the redistricting project infrastructure. As you are aware, in its provisions concerning mapping, California Elections Code Section 21552 (a) (8) provides that, "The board shall provide for reasonable funding and staffing for the commission." In accordance with this provision, under the authority of the board, over the past 15 months the County provided to the IRC a budget totaling more than \$1.2 million, not including significant staff support under the direction of Barbara Jiménez, Executive Lead.

California Elections Code Section 21551 (b) provides that the "term of office of each member of the commission expires upon the appointment of the first member of the succeeding commission." However, the IRC has fulfilled its statutory responsibility for 2021 and has no further statutory duties. Accordingly, the County has determined that full-time staff support for the IRC will conclude effective Tuesday, February 1, 2022. The point of contact for redistricting inquiries after this time will be the Clerk of the Board of Supervisors ("Clerk"), as discussed below.

As the 2021 redistricting project comes to a close, this document provides key information on a variety of topics:

### **Information Technology (IT) Resources**

As of January 31, 2022, remote access to the County network for Commissioners and Commissioners' email addresses will terminate. After that time, any communication from the County will be sent to Commissioners personal email address. Please ensure that the County receives any updates to personal contact information by email to [redistricting@sdcounty.ca.gov](mailto:redistricting@sdcounty.ca.gov) before that time, for any future communication.

Your assistance is requested with return of all County-issued IT equipment including your County laptop, power cord and any other equipment you may have received. Staff has established a central location in the office of the Clerk of the Board for return of all Commissioners' IT equipment. By March 1, 2022, please drop off equipment at:

County Administration Center  
c/o Clerk of the Board of Supervisors  
1600 Pacific Highway, Fourth Floor, Room 402  
San Diego, California 92101  
(619) 531-5600

Please note this office is open Monday-Friday from 8:00 am to 5:00 pm.

### **Statement of Economic Interest (Form 700) Disclosure**

Annual submittal of the Statement of Economic Interest ("Form 700") is required for Commissioners through the end of your term when the next commission is seated in 2030. You will receive notification by email of this requirement on an annual basis. Moving forward, please ensure the Clerk is notified of any updates to your personal email address.

More information about Form 700 filing is available here:

[https://www.sandiegocounty.gov/content/sdc/cob/conflict\\_interest/info.html#what](https://www.sandiegocounty.gov/content/sdc/cob/conflict_interest/info.html#what).

Please file your Form 700 electronically through the County's eDisclosure system at:

[www.southtechhosting.com/SanDiegoCounty/eDisclosure/](http://www.southtechhosting.com/SanDiegoCounty/eDisclosure/).

### **Records/Archives**

IRC public records will be archived and maintained by the Clerk of the Board. This includes records of meetings, public testimony, draft maps and more. The IRC website will be maintained by the County as an archive of the redistricting process.

The IRC email address ([redistricting@sdcounty.ca.gov](mailto:redistricting@sdcounty.ca.gov)) will remain active until the County determines this is no longer needed. The Clerk of the Board will serve as the internal County point of contact for redistricting moving forward, as discussed below, and contact information will be updated on the website.

Both the IRC's Final Report and Lessons Learned will be prominent and available on the website for review by the future members of the IRC to be named in 2030. Any suggestions in these documents for revision(s) to State and/or County law(s) will be shared immediately with the County's Office of Strategy and Intergovernmental Affairs, which leads the County's State and federal legislative advocacy efforts, for consideration for the next decennial redistricting.

### **Legal**

After January 31, 2022, all direct legal support services will cease. In the event of litigation, including any redistricting lawsuits received by the County of San Diego, County Counsel will communicate with the 2021 IRC Chair and Vice-Chairs, as appropriate, to determine next steps depending upon the nature of the complaint.

It is possible that there would be a need to reconvene the full Commission for necessary litigation purposes. Should that come to pass, the Clerk of the Board will contact the Commissioners individually with more information and to begin the process of scheduling a meeting.

In the event of additional Public Records Act requests, the Clerk of the Board will contact the Commissioners in the event review of personal devices is required.

### **Media**

After January 31, 2022, all media inquiries to the County about redistricting will be sent to the Clerk of the Board and/or the County Communications Office (“CCO”). The Clerk of the Board, and CCO will coordinate to address any inquiries administratively and provide the appropriate information to the media. They will contact the Chair with any requests for comment/interview in accordance with IRC Bylaws.

Please notify the Clerk of the Board and Chair if you receive any media inquiries directly.

### **Budget**

The IRC agenda for January 26, 2022, will include a monthly budget update. Following that meeting, any additional invoices received for costs incurred for IRC business through January 31, 2022 will be paid. Once all invoices and other costs have been received and paid, final budgetary results will be posted on the IRC website and the information will be shared with Commissioners.

At the discretion of the County, any unexpended funds for redistricting would be available and reserved for any of the County’s existing ongoing costs for redistricting activities (e.g. maintenance of website). The County will take the administrative steps necessary to ensure appropriate funding for future redistricting-related needs in 2030. Any requests for additional funding prior to that time would be considered at the discretion of the County and potentially the Board of Supervisors.

### **Ex parte Communications**

The ex-parte log will no longer be maintained. The By-laws provisions were “intended to ensure that communications about the line drawing process *that could impact or influence the specific location of district boundaries are placed into the public record.*” IRC By-laws § 3.10(d). Since mapping activities are completed, the intent has been fulfilled.

### **Brown Act**

The IRC remains subject to the Brown Act. Any gathering, formal or informal, of a majority of the members of the IRC to receive information, hear a proposal, discuss an issue or take any action on an issue under the subject matter jurisdiction of the body is a meeting subject to the notice and open meeting requirements of the Act. However, attendance of even a majority of the IRC at a purely social or ceremonial occasion is not a violation, provided that a majority of the IRC do not discuss among themselves specific business that is within its subject matter jurisdiction.

If the IRC forms a standing committee composed of less than a quorum, its meetings are subject to the notice, agenda, and public participation requirements of the Ralph M. Brown Act. 1996 Cal. AG LEXIS 11, 1996 Cal. AG LEXIS 11.

### **Political Activity**

As a reminder, the law precludes Commissioners from serving as an elected or appointed official, paid staff, paid consultant, and registration as a lobbyist for certain offices and for a specified period of time following the appointment to serve on the IRC.

California Elections Code Section 21553 states:

“A commission member shall be ineligible for a period of five years beginning from the date of appointment to hold elective public office at the federal, state, county, or city level in this state. A commission member shall be ineligible for a period of three years beginning from the date of appointment to hold appointive federal, state, or local public office, to serve as paid staff for, or as a paid consultant to, the Board of Equalization, the Congress, the Legislature, or any individual legislator, or to register as a federal, state, or local lobbyist in this state.”

For your information regarding the “date of appointment” referenced above, the following individuals were randomly selected to serve on the IRC on October 13, 2020:

David Bame	Sonia Diaz
Colleen “Stephanie” Brown	Barbara Hansen
Amy Caterina	Arvid “Arv” Larson
Chris Chen	John “Jack” Russ

In addition, the following individuals were selected to serve on the IRC on November 20, 2020:

Elidia Dostal	Kristina Kruglyak
Carmen-Rosette “Rosette” Garcia	Fernandez “Frank” Ponds
Kenneth Inman	Ramesses Surban

Any questions about individual political activity following service on the IRC should be directed to an individual Commissioner’s personal attorney.

### **Contact**

Moving forward, Clerk of the Board of Supervisors, Andrew Potter, will serve as the County’s internal point of contact for redistricting on an ongoing basis over the coming decade. As needed, the Clerk of the Board will share any information and requests with the 2021 IRC Chair, Co-Vice Chairs and Commissioners.

Contact information:

Andrew Potter, Clerk of the Board of Supervisors  
1600 Pacific Highway, Fourth Floor, Room 402  
San Diego, California 92101  
Phone: (619) 531-5600  
Fax: (619) 338-8146  
Email: [andrew.potter@sdcounty.ca.gov](mailto:andrew.potter@sdcounty.ca.gov)

**Commissioners Tasks Requested**

- ☐ If needed, update personal contact information with County staff by email to [redistricting@sdcounty.ca.gov](mailto:redistricting@sdcounty.ca.gov)
- ☐ Return County-issued laptop, power cord and any other IT equipment to the Clerk of the Board's office by March 1, 2022
- ☐ Complete the Statement of Economic Interests (Form 700) annually as requested/instructed and submit to the Clerk electronically through the County's eDisclosure system.

If you have any questions, please feel free to contact me directly at:

[barbara.jimenez@sdcounty.ca.gov](mailto:barbara.jimenez@sdcounty.ca.gov).

Sincerely,

Barbara Jiménez

Executive Lead

2021 Independent Redistricting Commission