



**CITY OF OAKLAND  
REDISTRICTING COMMISSION  
(REGULAR MEETING)**

**Meeting Agenda**

**Wednesday, December 9, 2020**

5:00 PM

Via Teleconference

Redistricting Commissioners: Benjie Achtenberg, Amber Blackwell, Daniel Chesmore (Alternate), Gloria Crowell, Lilibeth Gangas, Shirley Gee, Stephanie Goode, Masoud Hamidi (Alternate), Martha Hernandez, Paul Marshall, Tracy Richmond McKnight, Diana Miller, Tejal Shah, Jan Stevens, and Mary Velasco.

Commission website: [www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting)

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**Pursuant to the Governor's Executive Order N-29-20, Redistricting Commissioners, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.**

**PUBLIC PARTICIPATION**

The Oakland Redistricting Commission encourages public participation in the online board meetings. The public may observe and/or participate in this meeting in several ways.

**OBSERVE:**

- To observe the meeting by video conference, please click on this link: <https://us02web.zoom.us/j/82149513855> at the noticed meeting time.

Instructions on how to join a meeting by video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193>, which is a webpage entitled “Joining a Meeting”

- To listen to the meeting by phone, please call the numbers below at the noticed meeting time: Dial (for higher quality, dial a number based on your current location):

+1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799. For each number, please be patient and when requested, dial the following Webinar ID: 821 4951 3855

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

**PROVIDE PUBLIC COMMENT:** There are three ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance. To send your comment directly to the Redistricting Commission and staff BEFORE the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Richard Luna at [rluna@oaklandca.gov](mailto:rluna@oaklandca.gov). Please

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note that eComment submissions close one (1) hour before posted meeting time. All submitted public comment will be provided to the Commissioners prior to the meeting.

- By Video Conference. To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will then be unmuted, during your turn, and allowed to participate in public comment. After the allotted time, you will then be re-muted. Instructions on how to “Raise Your Hand” are available at: <https://support.zoom.us/hc/en-us/articles/205566129>, which is a webpage entitled “Raise Hand In Webinar.”

- By Phone. To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing STAR-NINE (“\*9”) to request to speak when Public Comment is being taken on a eligible agenda item at the beginning of the meeting. Once it is your turn, you will be unmuted and allowed to make your comment. After the allotted time, you will be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting by Phone.”

If you have any questions about these protocols, please e-mail Richard Luna, at [rluna@oaklandca.gov](mailto:rluna@oaklandca.gov).

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**1. Roll Call and Determination of Quorum**

**2. Open Forum**

Speakers will be called on by the facilitator as speakers “raise their hand” through video conference or by telephone. All speakers will be allotted a maximum of two minutes to address the Commission, unless amended by the Chair.

**3. Disclosure Requirements by Commissioners**

Pursuant to Rule 13 of the Redistricting Commission’s Rules of Procedures, Commissioners shall verbally report any contacts with the purpose of influencing the decision-making authority of the Commission. Contacts shall include, but is not limited to, verbal or written communications from a City Council Member, School Board Member, locally elected official, public entity, partisan lobbyist, or individual speaking on behalf of the aforementioned offices or entities.

**4. Race and Equity Training**

The Commission will receive a presentation and training from the Department of Race and Equity on conducting a racial equity impact analysis on the City’s redistricting process. The Commission may form an Ad Hoc Committee to further explore this work and make further recommendations to the Commission.

**5. Approval of Meeting Minutes**

The Commission will vote to approve the meeting minutes for the following meeting:

- [November 12, 2020](#)

**6. Ad Hoc Committee Reports**

Commissioners will provide updates and progress working on the following Ad Hoc Committees: Bylaws and Rules of Procedure, Community Outreach, Communications, and Consultant Selection. By majority vote, the Commission may delegate work or assignments to the Ad Hoc Committees.

- [Draft Oakland Redistricting Commission Talking Points](#) [submitted by Communications Ad Hoc Committee]

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**7. Agenda Requests for Future Meetings**

Commissioners may use this opportunity to address new issues for Commission business. New items will be referred to an Ad Hoc Committee for action, outreach, research and deliberation or scheduled to a subsequent Commission meeting.

**8. Adjournment**

The meeting will adjourn upon the completion of the Commission's business.

Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email [rluna@oaklandca.gov](mailto:rluna@oaklandca.gov) or call (510) 238-4756 or (510) 238-2007 for TDD/TTY five days in advance.

¿Necesita un intérprete en español, cantonés o mandarín, u otra ayuda para participar? Por favor envíe un correo electrónico a [rluna@oaklandca.gov](mailto:rluna@oaklandca.gov) o llame al (510) 238-4756 o al (510) 238-2007 para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

你需要手語, 西班牙語, 粵語或國語翻譯服務嗎? 請在會議前五個工作天電郵 [rluna@oaklandca.gov](mailto:rluna@oaklandca.gov) 或 致電 (510) 238-4756 或 (510) 238-2007 TDD/TTY.



**CITY OF OAKLAND  
REDISTRICTING COMMISSION  
(SPECIAL MEETING)**

**Meeting Minutes**

**Thursday, November 12, 2020**  
Via Teleconference

Redistricting Commissioners: Benjie Achtenberg, Amber Blackwell, Daniel Chesmore (Alternate), Gloria Crowell, Lilibeth Gangas, Shirley Gee, Stephanie Goode, Masoud Hamidi (Alternate), Martha Hernandez, Paul Marshall, Tracy Richmond McKnight, Diana Miller, Tejal Shah, Jan Stevens, and Mary Velasco.

Commission website: [www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting)

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**1. Roll Call and Determination of Quorum**

Quorum was determined and the meeting started at 5:01 pm.

Commissioners present: Benjie Achtenberg, Amber Blackwell, Gloria Crowell, Lilibeth Gangas, Shirley Gee, Stephanie Goode, Martha Hernandez (arrived at 5:07 pm), Paul Marshall, Tracy Richmond McKnight (arrived at 5:05 pm), Diana Miller, Tejal Shah (arrived at 5:03 pm), Jan Stevens, and Mary Velasco.

Commissioners absent: None.

Alternate Commissioners present: Daniel Chesmore, Masoud Hamidi (arrived at 5:08 pm).

Alternate Commissioners absent: None.

City staff present: Richard J. Luna.

City Attorney staff present: Mitesh Bhakta.

**2. Open Forum**

There were no public comments on this item.

**3. Government Ethics Act Training Session**

Public Ethics Analyst Jelani Killings provided an orientation and overview of the role of the Public Ethics Commission and City of Oakland's Government Ethics Act. A 10-minute video on the Government Ethics Act was also played for the Commission.

There were no public comments on this item.

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**Meeting Minutes (Continued)**

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**4. Robert's Rules of Order Training**

Deputy City Attorney Mitesh Bhakta provided a training to the Commission on Robert's Rules of Order. A presentation was shared with step-by-step instructions on how to make, amend and approve motions.

There were no public comments on this item.

**5. Approval of Meeting Minutes**

The Commission reviewed the draft meeting minutes. A motion was made by Gloria Crowell, seconded by Lilibeth Gangas, to approve the minutes for the meeting of October 14, 2020. The motion passed with 13 ayes (Achtenberg, Blackwell, Crowell, Gangas, Gee, Goode, Hernandez, Marshall, McKnight, Miller, Shah, Stevens, Velasco).

There were no public comments for this item.

**6. Ad Hoc Committee Updates**

Commissioners provided the following updates for work in the Ad Hoc Committees.

Alternate Commissioner Chesmore stated the Bylaws and Rules of Procedure Committee met and developed a proposal for the Rules of Procedure included as an action item on the Agenda. Commissioner McKnight stated the committee met twice and worked with City staff and the Attorney's Office in developing the proposal.

Commissioner Achtenberg stated the Community Outreach Committee met and discussed the Commissioners' values in how they hoped to engage with the community. At its meeting, the Committee discussed the engagement process from the 2013 redistricting process and how the current health crisis will impact in person events. The Committee also discussed how to conduct the required public hearings in a teleconference environment along with the logistics in presenting proposed maps and receiving feedback from the community. The Committee also established a recurring meeting schedule.

Commissioner Shah stated the Communications Committee met twice and established a recurring meeting schedule. At its meetings, the Committee discussed and worked on developing a communications toolkit, a list of organizations to send messages to, and the type of communication strategy the Commission should adopt. Commissioner Goode stated the toolkit will include short, medium and long messages, and the Committee will look at examples from other organizations to help develop the toolkit. Commissioner Velasco stated the Committee also discussed the potential for the Communications

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Committee to coordinate in both receiving and responding to comments submitted to the Commission.

City staff member Richard J. Luna provided an update on behalf of the Consultant Selection Committee. The Committee was not able to meet prior to the Commission meeting and was working to schedule a meeting for the following week. Staff stated the City received four responses to the requests for proposals the City issued in seeking a redistricting consultant. Commissioners expressed the need to have a local firm represented in the redistricting work. Staff stated that no local firms submitted a proposal; however, staff can explore potentially hiring a local sub consultant which would be further discussed with the Committee. Commissioners on the Consultant Selection Committee stated the discussion points related to the local firm were noted. Deputy City Attorney Mitesh Bhakta stated Commissioners could request legal guidance should an issue arise in the consultant selection process.

Alternate Commissioner Hamidi exited the meeting at approximately 6:30 pm.

There were no public comments for this item.

**7. Rules of Procedure**

Alternate Commissioner Chesmore presented the proposed Rules of Procedure to the Commission. Commissioners on the Bylaws and Rules of Procedure Committee provided further context and explanation for their proposal, including a need to amend the title to Rule 13 to clearly define the intent of the rule where Commissioners disclose communications they receive from elected officials and their representatives.

A motion was made by Benjie Achtenberg, seconded by Tracy Richmond McKnight, to approve with Rules of Procedure Resolution with one amendment, that the title for Rule 13 be amended to state Disclosure Requirements by Commissioners. The motion passed with 13 ayes (Achtenberg, Blackwell, Crowell, Gangas, Gee, Goode, Hernandez, Marshall, McKnight, Miller, Shah, Stevens, Velasco).

Commissioner McKnight stated Rule 24 regarding a process for filling multiple vacancies on the Commission will return at a later date, as the Rule was under legal review.

There were no public comments on this item.

**8. Adjournment**

The meeting adjourned at 6:46 pm.

## Oakland Redistricting Commission Talking Points

### **When was the Oakland Redistricting Commission formed?**

In 2014, Oaklanders overwhelmingly voted for Measure DD, which created a new independent Oakland Redistricting Commission. The measure amended the Oakland City Charter to transfer the authority of redistricting from the City Council to the fifteen member Oakland Redistricting Commission.

The inaugural Oakland Redistricting Commission was formed in September 2020 and meets regularly on the second Wednesday of the month at 5:00 pm.

### **What is redistricting?**

Redistricting is the process of drawing new boundaries for congressional, state and local districts. Redistricting occurs every ten years, after the completion of the U.S. Census. The Oakland Redistricting Commission is responsible for directing the process of redrawing the boundaries for the City Council and Oakland Unified School Board districts.

### **Why does this matter to Oaklanders?**

This is the first independent redistricting process for Oakland. The purpose of the Commission is to redraw the districts' boundaries without bias or discrimination, whether for or against, any incumbent, political party or demographic in the city's population. The outcome of the redistricting process is a redrawn map of Oakland that represents equal and equitable representation for all Oaklanders.

Redistricting occurs once every ten years, to concur with the decennial U.S. Census. The redrawn districts have direct consequences for communities' access to political power through elections, government policies and city laws. Elected officials propose and adopt policies and laws that may impact communities for the next ten years, until the next census, or beyond.

### **Who serves on the Oakland Redistricting Commission?**

The Oakland Redistricting Commission is made up of fifteen Oakland community members – thirteen voting members and two alternates. The Commissioners represent each of the city's districts and are required to have been Oakland residents for the past three years. All Commissioners applied and were screened by an independent panel through an open and transparent process before appointment to the Commission.

Commissioner bios and application materials are available on the Commission's website:

[www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting).

### **How long will redistricting take and what's involved?**

The redistricting process officially started in October 2020, when the full Oakland Redistricting Commission met for the first time. The final redrawn district maps must be approved by December 31, 2021, as mandated by the City Charter. This will ensure the new district boundaries are in place in time for the 2022 Oakland elections.

The Commission will use 2020 U.S. Census data to determine the new maps. The census data for states will be delivered in mid-2021 and will inform the Commission of the current demographics and size of Oakland's population. In early 2021, the Commission will select a redistricting consultant to produce data summaries, maps, interactive tools and conduct public meetings.



The redistricting consultant will produce maps for the public and the Commission's review. The Commission will display the maps for public comment in a manner designed to achieve the widest public access possible. Public comment and Commission meetings will include a variety of hours and comment will be taken at least 14 days from the public display of any map. *(more detail with dates and/or timelines)*

### **What are the legal requirements for redistricting in Oakland?**

- Districts shall comply with the US Constitution and have reasonably equal council and school district populations to other districts.
- Districts shall comply with the federal Voting Rights Act, California Voting Rights Act and any other requirement of federal or state law.
- Districts shall be geographically contiguous.
- The geographic integrity of any local neighborhood or local community of interest shall be respected in a manner that minimizes their division without violating the requirements list above.
  - A community of interest is a contiguous population that shares common social and economic interests that should be included within a single district for purposes of its effective and fair representation.
  - Communities of interest shall not include relationships with political parties, incumbents or political candidates.
- District boundaries shall be drawn to encourage geographical compactness so that adjacent populations are not bypassed for more distant populations.
- Districts may not be drawn to favor or discriminate against an incumbent or political candidate.
- The Commission may establish and consider additional criteria that comply with the above listed criteria and the requirements of federal and state law.

### **How will the Redistricting Commission solicit public engagement?**

The Commission will hold an open process for receiving public input and deliberation. It will be promoted through an extensive outreach program to solicit broad public participation. This includes engaging with the public prior to any maps are drawn, along with receiving critical feedback on draft maps as they are developed.

The redistricting process relies heavily on public engagement, which is essential for understanding and identifying Oakland's diverse communities *(as data doesn't tell the whole story)*. In preparation for their public service, the Commissioners are trained by city staff to complete this work in an open and transparent process as the voters intended by creating this independent Commission.

### **How can you get involved?**

The Redistricting Commission invites you to attend the monthly meetings and any special meetings of the Commission. All Commission meetings are open to the public with schedules, notices and agendas posted on the Commission's website: [www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting). The Commission currently meets on the second Wednesday of each month at 5:00 PM, with exceptions made for city and federal holidays.

You can also submit comments and recommendations to the Commission through our website:

[www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting).

*(Follow on social media,*

*Attend town halls,*

*Read press releases,*

*Connect with local community organizations)*