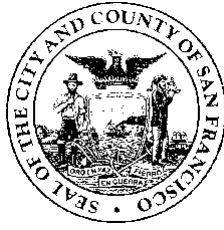


**ELECTIONS COMMISSION**  
*City and County of San Francisco*

Christopher Jerdonek, President  
Robin M. Stone, Vice President  
Lucy Bernholz  
Nancy Hayden Crowley  
Cynthia Dai  
Renita LiVolsi  
*Vacancy*



John Arntz, Director of Elections

Martha Delgadillo, Commission Secretary

**REGULAR MEETING MINUTES **\*\*DRAFT\*\*****  
**(Approved on XXXX)**

**San Francisco Elections Commission**  
**Wednesday, October 19, 2022**  
**6:00 p.m.**  
**City Hall, Room 408**  
**1 Dr. Carlton B. Goodlett Place**  
**San Francisco, California 94102**  
**& Remote meeting via WebEx**

**1. Call to Order & Roll Call**

**Meeting Called to Order at 6:04 pm**

**Present:** President Christopher Jerdonek, Vice President (VP) Robin Stone, Commissioner Lucy Bernholz, Commissioner Nancy Hayden Crowley, Commissioner Cynthia Dai, and Commissioner Renita LiVolsi. (The seat appointed by the Board of Education is vacant.)

**Also Present:** Director of Elections John Arntz, Deputy City Attorney (DCA) Ana Flores, and Commission Secretary Martha Delgadillo.

New Commissioner Nancy Hayden Crowley, who was appointed by Mayor London Breed and sworn in on October 13, 2022, was welcomed.

**2. General Public Comment**

Brent Turner gave a brief history of Open Source Voting (OSV) and where it's at today with some states using OSV systems now.

**3. Discussion and Possible Action on Resolution on Continuation of Remote Elections Commission Meetings**

President Jerdonek introduced the memo from the City Attorney's and the draft resolution.

VP Stone move to adopt the resolution. Seconded by Commissioner Dai.

**Public Comment**

None.

**MOTION ON RESOLUTION ON CONTINUATION OF REMOTE ELECTIONS  
COMMISSION MEETINGS**

President Jerdonek	Yes
VP Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

6 Yays 0 Nays 0 Abstain  
Motion passes

**4. Approval of Minutes of Previous Meetings for the May 18, 2022**

Commissioner Dai stated that she and VP Stone were tasked with developing a plan for the Redistricting Initiative.

Commissioner Hayden Crowley asked Commissioner Dai if she meant to delete some sentences regarding the DCA's exchange, and added a paragraph. Commissioner Dai stated they were extra spaces. She only wanted to add to the minutes.

Commissioner Hayden Crowley stated that she would like to abstain from voting on this item because she was not on the Commission at the time of the meeting and did not attend the meeting. President Jerdonek asked DCA Flores if Commissioners could abstain from voting. She responded that there are some exceptions and that a member can be excused.

VP Stone moved to allow Commissioner Hayden Crowley to abstain from voting on the minutes of the May 18, 2022 meeting. Seconded by Commissioner Dai.

VP Stone moved to approve the draft minutes of the May 19, 2022 regular meeting, with amendments to fix typos and make minor changes, along with proposed revisions by Commissioner Dai.

**Public Comment**

David Pilpel stated his experience with Commissioners not wanting to vote. He made suggestions for the minutes.

Commissioner Hayden Crowley rescinded her desire to be excluded from the vote for approval of the meeting minutes. She will be voting.

**MOTION TO APPROVE THE MINUTES OF THE MAY 18, 2022 MEETING**

President Jerdonek	Yes
VP Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

6 Yays 0 Nays 0 Abstain  
Motion passes

#### 5. **Selection and Hiring Process for Director of Elections Position**

The current term for Director Arntz expires at midnight on April 14, 2023. President Jerdonek explained that this is a normal process and that the City's Charter states it has to happen every five years. President Jerdonek clarified that Director Arntz's term ends on May 21, 2023. There is a 9-page document that outlines the rules for the hiring process for the Director, and the last four pages pertain to removal, which does not apply today.

#### **Public Speaker:**

Shawn Sherburne, MS, PHR Assistant Director, Employment Services – Department of Human Resources, joined the meeting on WebEx. Mr. Sherburne explained the City's process for executive recruitment and the steps to take to select a candidate. The timeline is usually six months and could be as long as nine months.

VP Stone asked if the Commission decides to do the process, would Director Arntz have to do the same? Shawn Sherburne explained that Director Arntz would have to apply too.

Commissioner Hayden Crowley asked questions regarding costs and whether the Elections Commission would incur the fee. Mr. Sherburne responded by saying it depends on how many elements the Commission wants to have in the process and how much outreach and advertising would cost. He estimated between \$30,000 and \$50,000. Commissioner Hayden Crowley asked how many executive search contracts the City has undertaken in the last year. What was the average ramp-up time from beginning to end?

Mr. Sherburne stated it would take about 6-9 months for the process beginning to end. Commissioner Dai asked if the search firm would be retained, usually for flat fee search firms or contingency firms, based on whether they like the candidates. Commissioner Hayden Crowley asked how often it has happened in the last year or two that the City has conducted these executive search contracts and selected the internal candidate. He responded that of the two he had worked on, in one a Commissioner was appointed, and the other came from outside the City. President Jerdonek asked if the Civil Code rules apply. Announcements will be placed on a list of qualified applicants in the order

of their scores. The conversation continued with questions and answers by the Commissioners and Mr. Sherburne.

### **Public Comment**

David Pilpel brought up other searches for candidates for directors in other City departments. He also suggested what items should be public session and which will be closed session.

Brent Turner stated that the public strongly encourages an executive search firm for reasons of racial equity.

Tess Wellborne, a member of the public, stated it is possible to start exploring search firms and qualifying them.

## **6. Redistricting Process Initiative**

Commissioner Dai introduced guest speakers.

**Angela Calvillo, Clerk of the Board of Supervisors (BOS)**, mentioned the RTF website. She reported that public members contributed to the unfolding of the task force. She also gave comparisons of the RTF from the previous census to the latest one and information about redistricting. Costs associated with redistricting were discussed. Questions and answers continued between Ms. Calvillo and the Commissioners. Ms. Calvillo mentioned that there are many details related to redistricting. Activities associated with redistricting should be looked at systematically before the subsequent census and redistricting. Taking a look at funding should be a priority.

**Fernando Marti, San Francisco Unity Map Coalition** stated that he was involved ten years ago with the redistricting process. He provided information on redistricting mapping based on previous methods and shared ideas for the future. Mr. Marti presented a PowerPoint slide show. Questions and answers continued between Mr. Marti and the Commissioners. Suggestions were made for the future of redistricting based on historical information and lesson learned during the last round of redistricting.

### **Emily Lee, San Francisco Unity Map Coalition**

Did not comment.

### **Public Comment**

Tess Wellborne stated having perhaps 11 members and alternates would be helpful.

Brent Turner commented on statements made by the speakers.

Jeremy Lee stated he is encouraged by the discussions on restricting.

Jen Tse suggested maybe thinking about reform and what is going on at the State level.

*Commissioner Bernholz left the meeting when this item ended at 9:05 pm.*

*The Commission took a break short break from 9:08 pm to 9:18 pm.*

## **7. Diversity, Equity, Inclusion, Belonging, Justice (DEIBJ) Initiatives**

VP Stone submitted a resolution on land acknowledgment and explained what it entails, along with the context of the Ramaytush Ohlone, the original inhabitants of this land. A land acknowledgment is an entry point for continued conversations, collaboration, and partnership with the community. She stated the need to continue to commit to acknowledging the land in every meeting. She did reach out to the Native American Cultural District to ensure that the language still aligns with their current perspective. She also addressed the wording of the sovereignty of the original people.

President Jerdonek shared his research on Commissioner compensation and included a document in the packet with his findings. VP Stone asked if there were any other considerations or components researched. Commissioner Hayden Crowley shared her knowledge of other commissions and their compensation for participation. VP Stone moved to adopt the resolution as drafted. Seconded by Commissioner Dai.

### **Public Comment**

David Pilpel mentioned a few minor typos in the document. He also expressed concerns about a few topics mentioned in the resolution and suggested reviewing them periodically.

Brent Turner expressed support for the resolution.

President Jerdonek	Yes
VP Stone	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

5 Yays 0 Nays 0 Abstain  
Motion passes

## **8. Director's Reports**

Commissioner Dai commended Director Arntz for the changes made to the Elections website per their suggestions. Director Arntz shared that he looked at possible ways he could address recommendations made by the Commission. He stated that he had met with a vendor, Scytl.

President Jerdonek asked if Dominion's contract had gone to the BOS yet. Director Arntz stated that the extension does not require action from BOS. Director Arntz is waiting for the provider to get back to him. VP Stone shared information on her visit to the San Francisco Jail, where she shadowed Prisoner Legal Services (PLS). They registered and distributed ballots to the

inmates currently incarcerated. She reported that it was highly organized. The Department is also working with the homeless. VP Stone offered some suggestions on how the results should be introduced and the wording used. Commissioners suggested how the information is shared and presented on the website.

#### **Public Comment**

David Pilpel commended Director Arntz on improving results reporting on the website.

Brent Turner expressed concern that Director Arntz had not shared that the BOS did not need to approve the extension on the Dominion contract.

### **9. Commissioners' Reports**

President Jerdonek reported on the following items:

- A Sunshine Request was submitted, and a former Commissioner did not respond to the Sunshine Request. A complaint was found valid by the Sunshine Ordinance Task Force (SOTF). The former Commissioner has since requested a rehearing and the SOTF agreed to the rehearing. Director Arntz was asked if he has access to Commissioner's emails. VP Stone wondered if there is a process for a formal request for information from emails.
- The Commission has a deadline of mid-November to switch the website to the new platform. President Jerdonek reported that a presentation would take place at a future meeting.
- He attended a meeting, as an observer, with the registrar of Alameda County. They are working on their own ranked-choice voting results display. They developed a grid integrated with their election results.
- VP Stone reported that she met with PLS and registered persons to vote and delivered ballots. Commissioner Hayden Crowley mentioned that information on services provided by PLS could be found on the Sherriff's website.

#### **Public Comment**

None

### **10. Agenda Items for Future Meetings**

- a. Commission budget.

President Jerdonek announced that this meeting would be Secretary Delgadillo's last meeting and that she would be missed.

#### **Public Comment**

David Pilpel commented on the announcement that Secretary Delgadillo will not be working with the Commission for a while.

Brent Turner also commented that Secretary Delgadillo has been kind and that he appreciated her.

**Adjournment at 10:18 pm**