

# Meeting Notes

## Attending/Present

ACRC Commissioners	ACRC Interns	MMD Commissioners
Joan Ramsey	Nicholas Glass	Dominic Mazza
Mark McCumber	Liane Espino	Larry Mauldin
Sita Subbaram		Marie Campbell
Thomas Clingan		Adrienne Kisse
Julia Reeb		
Larry Volk		
Leif Hartmark		
Patricia Sibia		
Warren E. Hamilton		

## Discussion Items

### Mapping RFP responses

- 3 proposals received for mapping
- Julia, Sita, and Joan reviewing and evaluating the mapping proposals to present at the next meeting
  - An agreement that others should hold their comments from their review of proposals until after evaluation.

### Counsel RFQ responses

- RFQ for counsel received two that Larry distributed – December 27<sup>th</sup> was the date for final submissions
- Warren, Tom, and Leif evaluated the legal proposals to present at the next meeting.

### **Meeting notes/intern progress**

- Discussion: reviewed the meetings vs. dates of recordings, and when will it be updated to a SharePoint
- Recording minutes can also be on specific topics – for example: MMDs, RFQs
- Using [redistrictingcommission@albanycountyny.gov](mailto:redistrictingcommission@albanycountyny.gov) instead of using individual emails
- Send contact list for the new directory being made (include MMD committee list on there- 2 separate lists)

### **MMD Subcommittee organization progress**

- MMD committee's goal is to get RFPs out, pulling together bios for each member of the subcommittee to have them published on the website

### **Other**

- Concern raised by Dominic Mazza about Commissioners needing to be legally protected

## Decisions, Actions, Open Items

Date	Item Type	Grouping	Item	Owner	Status	Comments
12/27/2021	Action	Admin Support	Need to try and find the meeting recording from 11/15	Patricia Sibia	Closed	1/2/22: Found and added to Sharepoint
12/27/2021	Action	Admin Support	Need to create file of previous commission meeting minutes and notes	Interns	Open	Work in progress
12/27/2021	Decision	Admin Support	Commission does not need to hire a transcriber for zoom meetings	Commission	Closed	Joan Ramsey raised the need for transcripts
12/27/2021	Open Item	Admin Support	Look at intern created share point website to decide if the commission wishes to use it	Commission	Open	
12/27/2021	Action	Admin Support	Distribute previous meeting notes and actions before next meeting to help everyone get on the same page	Patricia Sibia	Open	
12/27/2021	Decision	Admin Support	Next week add an agenda item to review previous meeting notes	Larry Volk	Open	
12/27/2021	Open Item	Admin Support	Determine any issues that might result from the extra Redistricting@AlbanyCountyNY.gov email address we are not using	Patricia Sibia	Open	
12/27/2021	Action	Admin Support	Create a contact sheet and distribute it to ACRC commission members and MMD members	Interns	Open	
12/27/2021	Decision	Admin Support	Use RedistrictingCommission@AlbanyCountyNY.gov email address to try and collect all the communications to one account	Commission	Closed	
12/27/2021	Action	Legal Counsel	Leif, Tom, and Warren are going to review and evaluate the legal RFQ submissions and hopefully have a recommendation for the commission by the next meeting	Leif, Tom, Warren	Open	
12/27/2021	Action	Legal Counsel	Need to resend second legal RFQ email with an attachment	Larry Volk	Closed	
12/27/2021	Action	Mapping RFP	Sita, Joan, and Julia are going to review and evaluate the mapping RFP submissions and hopefully have a recommendation for the commission by the next meeting	Sita, Joan, Julia	Open	
12/27/2021	Decision	Procedural	Other committee members will wait to give input on sub-committee recommendations until after the sub-committee meets to discuss	Commission	Closed	
12/27/2021	Open Item	Procedural	Raise the item of indemnity defense for commission and sub-commission members to Pat Collins	Larry Volk	Open	Dominic Mazza raised concern about being a commissioner without this protection
12/27/2021	Open Item	Procedural	We should not include outside parties in commission communications	Larry Volk	Open	
12/27/2021	Open Item	Website	Need to decide if we want to place our zoom recordings on the county website	Commission	Open	
12/27/2021	Action	Website	Add a hyperlink to the FAQ in the background section on website page	Patricia Sibia	Open	
12/27/2021	Open Item	Website	Add links to other laws pertaining to ACRC activity to the county website	Commission	Open	Wait for legal counsel first