

ELECTIONS COMMISSION
City and County of San Francisco

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



John Arntz, Director of Elections

REGULAR MEETING MINUTES **DRAFT******

San Francisco Elections Commission
Wednesday, January 18, 2023
6:00 p.m.
City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, California 94102
& Remote meeting via WebEx

Per the Elections Commission bylaws, meeting minutes should comply with Roberts Rules. Robert's Rule 48:1-16 states, "the minutes should contain mainly a record of what was done at the meeting, not what was said by the members.... To modify the rules governing what is regularly to be included in the minutes requires adoption of a special rule of order"

Order of Business

1. Call to Order & Roll Call

President Jerdonek called the meeting to order at 6:07 p.m.

Present: President Christopher Jerdonek, Vice President Robin M. Stone, Commissioner Lucy Bernholz, Commissioner Cynthia Dai, Commissioner Nancy Hayden Crowley, Commissioner Renita LiVolsi, and Commissioner Michelle Parker.
Also Present: Director of Elections John Arntz and Deputy City Attorney Ana Flores.
The Commission secretary position is vacant.

Commissioner Hayden Crowley stated the Commission's acknowledgment of the Ramaytush Ohlone people.

President Jerdonek introduced new Commissioner Michelle Parker, who was appointed by the Board of Education and sworn in on January 5, 2023.

2. General Public Comment

Via WebEx

- Brent Turner – Welcomed new commissioner. Expressed support for Open Source Voting.
- Unidentified Public Commenter – Welcomed new commissioner. Expressed concern about the Commission’s focus on Open Source Voting and its impact on public trust in voting systems.

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

Commissioner Dai moved that the Commission adopt the resolution as drafted. Vice President Stone seconded.

No public commenters.

MOTION ON RESOLUTION ON CONTINUATION OF REMOTE ELECTIONS COMMISSION MEETINGS

Vice President Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes
Commissioner Parker	Yes
President Jerdonek	Yes

7 Yays 0 Nays 0 Abstain

Motion passes unanimously

4. Election of Commission Executive Officers

President Jerdonek walked through the process to elect Commission officers and opened nominations for president. Commissioner Hayden-Crowley and Commissioner Bernholz nominated Vice President Stone, who accepted the nomination. There were no other nominations.

VOTE TO ELECT ELECTIONS COMMISSION PRESIDENT

Vice President Stone	Stone
Commissioner Bernholz	Stone
Commissioner Dai	Stone
Commissioner Hayden Crowley	Stone
Commissioner LiVolsi	Stone
Commissioner Parker	Stone
President Jerdonek	Stone

Stone elected President unanimously.

President Jerdonek opened nominations for Vice President. Commissioner Bernholz nominated Commissioner Hayden-Crowley, who accepted the nomination. President Jerdonek self-nominated. Vice President Stone supported Jerdonek nomination.

Public Comment
Via WebEx

- Brent Turner – Expressed support for Vice President Stone as President-elect and the Commission’s work on Open Source Voting.

Commissioners discussed criteria for officers. Commissioner Hayden-Crowley ceded nomination to President Jerdonek and expressed her strong commitment to the work.

VOTE TO ELECT ELECTIONS COMMISSION VICE PRESIDENT

Vice President Stone	Jerdonek
Commissioner Bernholz	Jerdonek
Commissioner Dai	Jerdonek
Commissioner Hayden Crowley	Jerdonek
Commissioner LiVolsi	Jerdonek
Commissioner Parker	Jerdonek
President Jerdonek	Jerdonek

Jerdonek elected Vice President unanimously.

5. Redistricting Process Initiative

Commissioner Dai presented a document that summarized learnings from previous guest speakers and compared San Francisco’s redistricting process with other counties and best practices. Commissioner Dai solicited feedback from the Commission on next steps. Commissioners discussed and provided input.

Commissioners discussed how legislation to reform redistricting via charter amendment could be brought before voters. Deputy City Attorney Flores provided a point of clarification that the City Attorney’s office does not draft legislation on behalf of bodies. Commissioners discussed the scope of potential recommendations.

There were no public commenters.

6. Director’s Report

The Director shared an update regarding a recent election results issue in Alameda County and offered insight into how it differs from San Francisco’s method of results reporting. Commissioners posed questions to the Director about his monthly report.

Public Comment

Via WebEx

- Brent Turner – Shared his work in Alameda with the NAACP and Southern Poverty Law Center and advocated against a Ranked Choice Voting proprietary software system.

7. Move to SF.gov website

President Jerdonek shared that the Elections Commission website would be moving to a new platform and introduced guest speaker Amy Martin (she/her), Project Manager, Digital Services.

Guest speaker Amy Martin presented on the new website platform and shared its capabilities and benefits. Ms. Martin also shared that the Department of Elections website transition would occur some time in May 2023.

Commissioners Hayden-Crowley and Bernholz expressed concern with the Commission's lack of staff to support the transition and maintain the website. Commissioner Jerdonek shared that the website would officially transition in the coming weeks.

There were no public commenters.

8. Process to Conduct Annual Performance Evaluation of Director of Elections

President Jerdonek shared a form previously used to evaluate the Director's performance and explained previous years' processes.

Commissioner Hayden-Crowley moved to adopt the 2021 process, which entailed the Commissioners and Director Arntz completing independent evaluations and conducting a collective evaluation at the next regular Commission meeting to be shared with the Director thereafter. Vice President Stone seconded the motion.

Director Arntz expressed interest in having additional time to complete his self-evaluation. Vice President Stone moved to amend the main motion to provide the Director with extra time. Commissioners and Director Arntz discussed the amendment and time needed to complete the evaluation. Director Arntz confirmed he could meet the deadline to share a self-evaluation ahead of the next general meeting, in tandem with Commissioners.

Vice President Stone withdrew amended motion. Commissioners discussed additional evaluation metrics and considerations, including employee input. Deputy City Attorney Flores recommended the original evaluation process.

Public Comment:
Via WebEx

- Brent Turner – Congratulated the Commission for moving forward.

MOTION TO ACCEPT AND FOLLOW MOST RECENT PROCESS FOR CONDUCTING 2022 DIRECTOR EVALUATION

Vice President Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes
Commissioner Parker	Yes
President Jerdonek	Yes

7 Yays 0 Nays 0 Abstain
Motion passes unanimously

The Commission clarified that Director Arntz’s self-evaluation deadline would be the same as the Commission’s. Deputy City Attorney Flores recommended sending all evaluations to her.

9. Possible Closed Session Regarding Public Employee Appointment/Hiring: Director of Elections

President Jerdonek walked through the potential closed session process.

Public Comment
Via WebEx

- Brent Turner – Suggested employee feedback should be anonymous.

Commissioner Dai moved to go into closed session. Commissioner LiVolsi seconded.

MOTION TO MOVE INTO CLOSED SESSION

Vice President Stone	No
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes
Commissioner Parker	Yes
President Jerdonek	Yes

6 Yays 1 Nays 0 Abstain
Motion passes 6-1

The Commission went into closed session.

After returning from closed session, the Commission disclosed its unanimous vote to reappoint Director Arntz for an additional five year term.

Vice President Stone moved not to disclose further contents of the closed session. Commissioner LiVolsi seconded.

MOTION TO NOT DISCLOSE CONTENTS OF CLOSED SESSION

Vice President Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes
Commissioner Parker	Yes
President Jerdonek	Yes
7 Yays 0 Nays 0 Abstain	
Motion passes unanimously	

10. Approval of Minutes of Previous Meetings

President Jerdonek presented two draft minutes from last meeting that incorporated Commissioner Dai's revisions. Commissioner Dai moved to approve both drafts. Vice President Stone seconded.

There were no public commenters.

MOTION TO APPROVE SEPTEMBER 21ST AND OCTOBER 19TH MINUTES

Vice President Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes
Commissioner Parker	Yes
President Jerdonek	Yes
7 Yays 0 Nays 0 Abstain	
Motion passes unanimously	

11. Commissioners' Reports

Vice President Stone shared an update on the secretary hiring process, including that there were no applicants and that the job posting had been reopened. Commissioners shared feedback and support for the process.

There were no public commenters.

12. Elections Commission Section of the Department of Elections' Racial Equity Action Plan and Progress Report

President Jerdonek shared an interest in ensuring a spreadsheet produced in 2020 with regards to the Department and Elections Commission's racial equity goals be updated to reflect the Commission's work to date. President Jerdonek and Vice President Stone shared that they were working on a memo on the Commission's recent racial equity efforts. Commissioner Dai suggested it moves to BOPEC and other Commissioners agreed.

There were no public commenters.

13. Agenda items for future meetings

Commissioners discussed including the Director's annual performance evaluation, the Department's budget, redistricting, an update on the Commission Secretary as agenda items in the next general meeting. President Jerdonek shared that the Commission's annual report may take an additional couple of months to complete.

There were no public commenters.

14. Adjournment

President Jerdonek adjourned meeting at 9:52pm