

**PRELIMINARILY ADOPTED
MINUTES FROM
COMPLETE COUNT COMMISSION MEETING
July 25, 2018**

The meeting was called to order at 10:08 a.m. Chairperson Stroger asked for a roll call for attendance. Those members present in person were Emily Burke, Eira Corral Sepulveda, Miguel del Valle, Karen Eng, Alex Esparza, Kathie Kane-Willis, Theresa Mah, Leon Rockingham, Evelyn Rodriguez, Griselda Vega Samuel and Chairperson Stroger. Those members present on the phone were Michael Inman, Rose Joshua, Jackie Petty and Kristy Stephenson. Commission Stanley Moore was unable to attend the meeting but was represented by a member of his staff.

The minutes from the meetings of March 27 and May 5, 2018 were adopted and will be published on the Secretary of State's website as required by the Open Meetings Act.

Chairperson Stroger introduced the two new members of the Commission, Theresa Mah and Eira Corral Sepulveda. They both spoke briefly about their experience as an elected official and their experience on prior census outreach efforts.

Chairperson Stroger reviewed the work the Secretary of State's Office has done since the last meeting. This work included a new brochure to help recruit subcommittee members and a website. The website is still under construction but should be up within the next few weeks. Members were shown a draft of the brochure and asked for their feedback. Chairperson Stroger also indicated a second brochure was being developed for the general public but a draft was not ready for review in time for the Commission meeting.

Commission Member Vega Samuel asked about languages other than English for the brochures and website. Chairperson Stroger indicated the website would be programmed to allow individuals to use a computer icon to translate the site into languages other than English. The languages would more than likely be Spanish, Chinese, Korean, Polish, Hindi and French. The brochures would also be available on the website for translation.

Members discussed the need for broader timeframes to accomplish goals and the use of the Google docs page created by Chairperson Stroger. Commission members can load documents to make them available for all Commission members including a database list of members and contact information for the subcommittees. Discussions took place regarding the placement of a Google calendar for census timelines, Commission timelines and for the members to load events that might be of interest to other Commission members. Chair Stroger indicated the office would continue to work on this and inform the Commission when it was ready and available. Member Rodriguez indicated there might be IT issues accessing Google from City of Chicago computers due to security issues.

Chairperson Stroger indicated she would like the Commission to begin meeting on a monthly basis and an agreement was made that the 4th Tuesday of every month would

serve as the set date for future Commission meetings. The method of the meetings may vary from webinar to video conferencing to try and accommodate all the members and travel expenses.

Chairperson Stroger suggested that the subcommittee chairs have a regular conference call with her between Commission meetings just to keep everyone informed as to any progress or problems they are encountering. These conference calls will take place approximately mid-way between each scheduled Commission meeting.

Chairperson Stroger asked for the subcommittee chairs to report on their efforts since the last Commission meeting. As Co-Chair of the State/Local Government Subcommittee, she gave a report. This was followed by Member Burke for the Business Subcommittee and Member Vega Samuel and Member Kane-Willis for the Hard to Count Subcommittee.

Member Vega Samuel asked whether the Secretary of State's Office, via the local libraries, would be available to lend support local outreach efforts through meeting space and photocopying, etc. Chairperson Stroger indicated she would talk with the State Library Director to see what efforts could be made. Chairperson Stroger also indicated she may try and have the Library Director available for the next Commission meeting for discussions.

Ms. Ellisa Johnson and Ms. Theresa Le of the Census Bureau gave a power point presentation to the Commission members about the importance of outreach and education efforts. She also indicated the Census Bureau was available to do specialized training for the subcommittees to educate, encourage and engage the general public about the importance of the census. Chairperson Stroger indicated she would work with her to set up date(s) for training, particularly the subcommittee chairs, but all members were welcome to attend training. Ms. Johnson indicated the Hard to Count Subcommittee may need a specialized training.

Chairperson Stroger indicated she hoped this training could start prior to the next Commission meeting. Because of distance and travel expenses, different methods of training were discussed including the use of Skype. Ms. Johnson indicated the Census Bureau would have resources available for the Commission to help with education and outreach efforts.

Commission members questioned the use of corporate sponsorship or support for census efforts. Ms. Johnson indicated that while companies such as McDonalds and Walgreens would be working on a national campaign for census education, states should try and create state-wide partnerships with companies as well. Ms. Johnson suggested public utility companies as possible partners.

Due to audio difficulties, the Commission members on the phone had to be disconnected from the meeting at this time.

Following the Census Bureau presentation, Irene Lyons, General Counsel to the Commission and Secretary White, reminded members they are all statutorily required to complete Open Meetings Act training. She indicated the training is available on the Illinois Attorney General's website. Mary Riseling, administrator for the Commission, indicated she would email a link to all Commission members to complete their training. Member Mah asked whether they must complete training if they had already done so for an unrelated appointment. Ms. Riseling informed her and the other members if they had previously completed training, they should provide her with a copy of their Certificate of Completion from the Attorney General for the Commission files.

Member Mah questioned Chairperson Stroger on the status of the \$1.5 million in grant money appropriated by the General Assembly for Fiscal Year 2019 budget. Chairperson Stroger indicated the Secretary of State's Office had conducted a meeting with the General Assembly about the money because the statutory language did not indicate a recipient or parameters for awarding the grant money. Chairperson Stroger indicated the Secretary of State's Chief of Staff will ask the General Assembly to better define the intent of the appropriation during the 2018 Veto Session in November. She indicated the Secretary of State's Office will be ready to take applications for the money once parameters have been clearly delineated by the General Assembly. Rep. Mah indicated some of the appropriation money was intended to be used for administrative costs of the Commission. Chairperson Stroger responded that the statutory language did not clearly define this intent and no money could be spent on administrative efforts until such intent is specified by the General Assembly.

Two members of the State/Local Government Subcommittee, who were in the audience, addressed the Commission. Ms. Brenda Dixon with the State Board of Education and Ms. Diaz-Castillo with the Department of Human Services indicated the use of text messaging and targeting specific audiences would be of importance in outreach and their agencies may be able to help in those efforts. Chairperson Stroger thanked them for their input and indicated she, as Co-Chair of the Subcommittee, would be in touch with them to discuss the matter further.

The meeting was adjourned at 12:29 p.m.