

**MINUTES OF BOARD OF COUNTY COMMISSIONERS
OF GUILFORD COUNTY
WORK SESSION**

Greensboro, North Carolina
September 16, 2021

The Board of County Commissioners met in a duly noticed Work Session at 4:30PM in the Blue Room located on the first floor of the Old County Courthouse, 301 W. Market St., Greensboro, NC.

PRESENT: Chairman Melvin “Skip” Alston, presiding; Vice Chairman J. Carlvena Foster; Commissioners Kay Cashion, Alan Perdue, Carly Cooke, Justin Conrad, Carolyn Q. Coleman (in at 5:02PM), and Mary Beth Murphy.

ABSENT: James Upchurch

ALSO PRESENT: County Manager Michael Halford; Assistant County Manager Jason Jones; County Attorney Mark Payne; Clerk to Board Robin Keller; Deputy Clerk to Board Jessica Wolf; GIS Manager Stephen Dew; Applications/ERP Manager Todd Reek; various members of County staff and media. Virtual participation was made available to the general public and the media.

I. WELCOME AND CALL TO ORDER

Chairman Melvin “Skip” Alston welcomed those present and called the meeting to order at 4:35PM.

II. NEW BUSINESS

A. REVIEW OF REDISTRICTING PUBLIC PORTAL AND WEBPAGE

Stephen Dew, GIS Manager, introduced Todd Reek, Information Services Applications/ERP Manager. He introduced the public-facing portal at redistricting.guilfordcountync.gov. He also reviewed the initial explanation content and shortcuts to quickly access the guidelines and tools.

Reek Reviewed the ability for community members to submit their proposed maps. Adding that they will receive notification that their submissions will be reviewed by our GIS members to validate if they meet criteria.

Dew reviewed that a majority of the decision points will be made at the commissioner level and not at the staff level.

Commissioner Perdue questioned if we are tracking what changes are made to a map. Is there a text file as to what is different?

Dew shared that each of the plans will have precinct data and we will be able to identify the precinct changes. He shared that we can note on each submission as to which precincts change.

County Attorney Mark Payne clarified that the original map will be available to compare next to a proposed map.

Chairman Alston clarified what information Commissioner Perdue is seeking.

Commissioner Perdue noted that if changes are slight, you might not be able to easily see where the changes are.

Dew stated that they can note on each submission what changes were made.

County Manager Michael Halford questioned the format that the board is seeking.

Commissioner Perdue recommended a clear, chronological list of changes made to a proposed map.

Commissioner Murphy questioned how long we expect loaded submissions to be reviewed.

Dew stated that we hope to turn around within a day of submission but that is depending on the volume of submissions.

Commissioner Cooke asked when the site would go live.

Dew stated the site is currently live on the county website and confirmed that they can receive submissions now.

The Board discussed the verbiage on the site to add clarity.

Halford questioned the different formats that people can submit maps and which formats would be more labor intensive to others.

Dew reviewed the ability to submit maps in various formats. Some formats would be easier to turnaround the data than others. Dew discussed the different formats and those preferred by the County.

Commissioner Cashion questioned if submitting an actual map was required, or could you just submit a listing of what precincts you would move and where?

Dew stated yes, they could submit just a listing and staff could convert into a map.

Commissioner Perdue noted that we are in a significant time crunch to get these proposals in and utilized and reviewed by staff. He stated that we need to commit that you must submit using

Dave's or Esri software platforms, or we need to give a very specific example as to how the maps need to be submitted due to the time restrictions.

Chairman Alston echoed his concurrences that the maps need to be submitted in acceptable criteria. He shared that if maps are not submitted in a quickly readable format then we can consider them invalid.

Chairman Alston noted that the language on the "Invalid Map" button should state does not Meet all criteria.

Payne stated that if it is the consensus of the board that all maps use the proposed tools, we can do that.

Commission Cashion shared that we need to be very clear about that. We need to give the public clear examples of acceptable entry formats.

Chairman Alston noted that we need to caution adding responsibility to staff.

Commissioner Cooke stated that we should be cautious of creating barriers for submissions.

The Board had a lengthy discussion on submission formatting options and accessibility.

Commissioner Foster asked if there would be a number for the public to call to get assistance with submissions.

Dew noted staff will be able to assist the public but there will be constraints as to what level of assistance will be available.

Payne shared his recommendation would be to state that submissions received in the preferred file type would receive priority review and other file types will be reviewed as time allows.

By General Consensus of the Board, staff will move forward with the recommendation that submissions received in the preferred file type would receive priority review and other file types will be reviewed as time allows.

Commissioner Coleman questioned if constituents could come to get assistance drawing maps.

Halford cautioned expectations of services with the limited resources that we have now.

The Board clarified that staff would be able to support commissioners as they draw their maps.

Payne noted that staff has already been directed and the Board does not have to adopt the proposed calendar, the calendar is consistent with what was proposed at the September 8th work session.

Chairman Alston noted that we are off and running and to start receiving maps.

I. ADJOURN

There being no further business the meeting adjourned by unanimous consent at 5:17PM

Melvin "Skip" Alston
Chairman

Robin Keller
Clerk to Board