



State of North Carolina
NC Department of Administration

MINUTES OF MEETING

**North Carolina Complete Count Commission
Wednesday, December 12, 2018
Via Conference Call**

Members Present: Secretary Machel Sanders, Chair; Farad Ali; Al Austin; Wayne Bostick; James Cofield; Rabbi Lucy Dinner; Dr. Harry Ghee; Mayor Pam Hemminger; Jose Hernandez-Paris; Lori Johnson; Kevin McLaughlin; Kim Mitchell; Greg Richardson; Dr. Denauvo Robinson; Juvencio Rocha-Peralta; Maytee Sanz; Carolyn Smith; Heather Strickland; Dr. Donna Tipton-Rogers; Will Verbiest (on behalf of Sen. Deanna Ballard); and Shannon Vickery.

Members Not Present: Rep. Cody Henson; Sharon Hunt; Kristy Moore; Aidil Ortiz; Rep. Amos Quick; Allison Riggs; Sen. Erica Smith; Sai Sudhini; Whitney Tucker; and John Wei.

Also Present: Bob Coats, Mike Cline, Nan Sanseverino, Aldesha Gore

At 2:00 P.M., Machel Sanders, Secretary of the North Carolina Department of Administration (DOA) and Chair of the North Carolina Complete Count Commission (NC CCC), welcomed all in attendance to the conference call convening.

DOA Communications Director Nan Sanseverino conducted a rollcall of attendees.

Secretary Sanders provided several Commission updates, including updates on subcommittee assignments, the internal and external Census and Commission websites, the DIT Census website survey, and topics for the upcoming February convening, including U.S. Census training by the Atlanta Regional Office, and a discussion regarding IRS and I-9 requirements.

Next, Secretary Sanders opened the floor to Bob Coats, the Governor's Census Liaison, to provide additional census updates. Updates included information on the Boundary and Annexation Survey (BAS), Participant Statistical Areas Program (PSAP), engagement opportunities with NC Regional Councils of Government (NRCOG), NC Association of County Commissioners (NACC), and NC's Workforce Development Boards.

The Subcommittees then reported on their progress in identifying partners and engagement opportunities. The subcommittees on CBO/Civic/FBO, Immigration/Immigrants and Cultural/Linguistics provided updates on activities since last meeting. Several members shared specific opportunities and concerns for general public awareness for census participation, and targeted materials and messaging needed for key hard-to-reach populations/regions.

Lastly, Secretary Sanders closed with consideration motion for targeted goals, final remarks and assigned several actions items to be completed by February's meeting.

Upon motion made by Juvencio Rocha-Peralta, seconded by Greg Richardson, the Commission approved two NC CCC goals: 1) Maintain the state's 76% participation rate from 2010; and 2) Increase participation rate with hard-to-reach/count groups by 5% in 2020.

In addition, Secretary Sanders recommended a statewide NC Complete Count Commission tour to help raise awareness in 2019, and that the Commission work towards encouraging the establishment of a Complete Count Committee in each of North Carolina's 100 counties.

Action Items:

1. The DOA Communications Office will continue uploading resources to Commission's internal resource site.
2. Commission is to send brief bios to Karon Hardy.
3. Subcommittee to continue identifying potential partners and engagement opportunities to help raise awareness for census participation; upload progress tracking sheets to internal website.
4. DOA will be hiring census support in January to help with communications. plan/collateral materials, social media and project management.
5. The next in-person Commission meeting is scheduled for February 6, 2019.
6. The Commission will select a commission secretary at the next in-person meeting.

The meeting adjourned at 3:00 P.M.

Respectfully submitted,

Nan Sanseverino