



Staff Report

To: Summit County Council

From: Jeffrey B. Jones, AICP
Economic Development Director

Work Session Topic: Local Update of Census Addresses (LUCA)

Date: February 01, 2018

RECOMENDATION

This is an informational item only and requires no County Council action.

SUMMARY

LUCA is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list for their jurisdiction prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census. The Census Address List Improvement Act of 1994 (Public Law 103-430) authorizes the LUCA.

Municipal Governments

Municipal governments within Summit County that would like to participate in LUCA, but lack the necessary staff resources to prepare the LUCA update can arrange for Summit County to become their LUCA Liaison. The process will require that municipal governments take the following steps:

1. On the LUCA Registration Form in section A, mark X, 1, YES Our government is registering for LUCA.
2. The Highest Elected/Appointed Official completes and signs section B.
3. In section C, the Highest Elected/Appointed Official designates the LUCA Liaison.
4. The LUCA Liaison is required to complete and sign the Confidentiality Agreement Form, Product Preference Form, and Self-Assessment Checklist.
5. All four forms need be returned to the Census Bureau. They may be scanned and emailed to GEO.2020.LUCA@census.gov.

Summit County anticipates providing this service to those communities that depend on Summit County for addressing services.

BACKGROUND/EXISTING CONDITIONS

Since 1790, the United States has undertaken a count of population once every decade, as required by the U.S. Constitution. The 2020 Census aims to count all population and housing. The federal government and other stakeholders use decennial census information to:

- Apportion representation among states
- Allocate approximately \$400 billion in federal funding
- Determine eligibility for federal grants and programs
- Establish the boundaries of congressional districts, state legislative districts, school districts, and locate voting precincts
- Inform government planning decisions and business location selections

The 2010 Census was the first one to use only a short form focused on demographics, leaving the American Community Survey (ACS) to collect socioeconomic and housing information instead of the decennial long form.

To conduct the decennial census, the Census Bureau utilizes its census address list. A review and update of the census address list is the focus of LUCA.

The U.S. Census Bureau sent the LUCA invitation and required forms to Summit County in July of 2017. Summit County responded to the LUCA invitation and submitted an application to the U.S. Census Bureau on September 27, 2017. The U.S. Census Bureau accepted Summit County's application for inclusion on December 18, 2017.

What's New for LUCA 2020?

The 2020 LUCA operation offers streamlined participation through a full address list review, provides the digital address list in a convenient standard software format, and includes un-geocoded addresses for state and county participants. Un-geocoded addresses are addresses without census geography codes for the state, county, tract and block.

Also new for 2020, is the requirement for multi-unit structure identifiers. This new requirement is important to mention because it may require special attention for participants that do not store individual unit information.

The 2020 LUCA materials include Census Bureau residential structure coordinates, if they are available and allows participants to submit their

own residential structure coordinates to accompany their LUCA submission.

Lastly, the 2020 LUCA operation also allows participants to supply non-county style addresses, but only if corresponding map spots are also provided.

Confidentiality and Security

Title 13 of the United States Code authorizes the Census Bureau's work and provides strong protection for the information it collects. The commitment to maintain confidentiality and security is critical in gaining, and crucial in retaining, the public's support.

LUCA falls under Title 13, which specifically requires that the Census Bureau ensure confidential treatment of census-related information, including individual addresses and structure coordinates, which identify the location of living quarters. Confidentiality and Security Guidelines were included with the July 2017, LUCA invitation package. As such, Summit County was required to designate a LUCA liaison (Economic Development Director) who accepts the responsibility for protecting and safeguarding Title 13 materials.

The Summit County project team consisting of Jeffrey B. Jones, AICP, Jeff Ward, GIS Coordinator, Travis Lewis, Chief Deputy Assessor, Thomas Fisher, County Manager and Ron Boyer, IT Director, all agreed to abide by the confidentiality and security guidelines by signing the Confidentiality Agreement form.

2020 LUCA SCHEDULE

January 2017 – Advance Notice mailing conducted.

March 2017 – LUCA promotional presentations began.

July 2017 – LUCA Invitation mailing began.

October 2017 – LUCA training workshops begin.

February - April 2018 – LUCA materials begin to ship to participants. Participants begin their review and have **120 calendar days to complete.**

February – September 2018 – Census Bureau processing of LUCA submissions begins.

April 2018 – June 2018 – Census Bureau validates the 2020 LUCA addresses.

August - September 2019 – Census Bureau delivers LUCA feedback to participants (the Appeals process is still under development, but tentatively scheduled to begin in October 2019 with a very short review timeframe).

April 1, 2020 is CENSUS DAY!

ESTIMATED TIME COMMITMENT

Public reporting from last decade's 2010 LUCA program indicated an average time of 21 hours per response, which included time for review of instructions and completion of review. U.S. Census Bureau estimates it could take between 16 hours and 672 hours to complete the required address review and submit the necessary updates.

ATTACHMENTS

LUCA presentation by Jeffrey B. Jones, AICP