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Memorandum

October 7, 2019

TO: Interested Persons

FROM: Legislative Council Staff

SUBJECT: Demographic Notes Overview

Summary

This memorandum provides information to the public regarding demographic notes provided pursuant to Section 2-2-322.5, C.R.S. At the 2019 legislative session, House Bill 19-1184 was passed and signed by the Governor, and requires Legislative Council Staff to prepare demographic notes for certain bills starting at the 2020 legislative session. The information contained in this memorandum may be updated or revised in advance of the 2020 legislative session.

What is a Demographic Note?

A demographic note uses available data to outline the potential impacts of proposed legislation on disparities within the state. Disparities are defined in state law as the difference in economic, employment, health, education, or public safety outcomes between the state population as a whole and subgroups of the population, as defined by socioeconomic status, race, ethnicity, sex, gender identity, sexual orientation, disability, geography, or any other relevant characteristic for which data are available.

Preliminary Proposed Process

The President of the Senate, Speaker of the House of Representatives, Senate Minority Leader, and House Minority Leader may each request up to five reports during each legislative session. Legislative Council Staff will prepare a demographic note, based on the official version of the bill at the time of the request, usually within 14 calendar days of the initial request. If a demographic note is completed while a bill is in the first chamber, the note may be revised in the second chamber if substantive amendments are made. A final note will be based on the enacted bill, or, if not enacted, the most recent official version of the bill.

Content and Methodology of a Demographic Note

A demographic note will identify and describe the impacts that a proposed measure may have on existing disparities in the state. Typically, each note will include information organized as follows: in addition to information such as the bill topic, sponsors of the bill, and analyst contact information, the header of each demographic note will include items specific to a demographic note, such as areas of impact, demographics analyzed, bill impact, and report status in a summary table on the first page of the demographic note. The body of a demographic note will include a demographic impact summary, key provisions impacting demographic disparities, analysis and findings, demographics not analyzed, and data sources and agencies contacted. Each of these sections is described in further detail below.

The following sections will be summarized in a table on the first page of the demographic note.

- **Areas of impact.** Check boxes will indicate the area(s) of disparity that the bill is expected to impact. These areas, which are identified by state statute, include economic, employment, health, education and/or public safety.
- **Demographics analyzed.** For each demographic note, the specific demographic groups analyzed will be listed. These subgroups of the state population are defined in state law as: socioeconomic status, race, ethnicity, sex, gender identity, sexual orientation, disability, geography, or any other relevant characteristic for which data are available. Some demographic groups may not be analyzed due to data limitations. Terminology used to distinguish demographic groups (e.g., black/African American, Hispanic or Latina/Latino) is based on the terminology used in the data sources referenced. These terms may differ from the self-identification of these populations.
- **Bill impact.** The bill impact briefly summarizes whether the bill is expected to increase or decrease disparities, the area(s) of disparity, and for which demographic subgroups. When appropriate, the note may identify when the expected impact is minimal.
- **Report status.** The report status summarizes the status of the note and the bill that it concerns, including the version of the bill analyzed.

The following sections will be included in the body of the demographic note.

- **Demographic impact summary.** The key findings of the demographic note are highlighted in this section, including which demographic groups are likely to be impacted and how the bill might impact existing disparities in the state. This summary is an elaboration of the more concise bill impact statement.
- **Key provisions impacting demographic disparities.** For each measure analyzed, the key provisions of the bill that may impact demographic disparities are identified and summarized. The key provisions discussed are not a comprehensive summary of the bill, but rather focus only on the provisions with potential demographic impacts.

- **Analysis and findings.** The analysis and findings section first provides background information for the analysis by discussing evidence of existing disparities across demographic groups as well as any relevant evidence on impacts of similar measures in other states or in the state of Colorado. The analysis and findings section then compares one or more populations affected by a bill to a statewide reference population in order to identify the extent to which a bill might impact disparities across groups within the state of Colorado. Proxies for the actual affected and reference populations may be used for these comparisons based on data availability. Based on this comparison, as well as the relevant data and information available documenting existing disparities and/or experiences of other, similar policies, demographic impacts of a bill may be identified in this section.
- **Demographics not analyzed.** This section specifies the demographic groups not analyzed and discusses the relevant data and other limitations.
- **Data sources and agencies contacted.** The final section of the demographic note lists departments and agencies contacted, as well as data sources used in analysis.

Demographic Notes Glossary of Terms

The following is a guide to a selection of terms relevant to demographic notes:

Disparity. Disparity is defined in state law as the difference in economic, employment, health, education, or public safety outcomes between the state population as a whole and subgroups of the population. These subgroups are referred to as demographic groups

Demographic group. A demographic group is a subgroup of the population, as defined by socioeconomic status, race, ethnicity, sex, gender identity, sexual orientation, disability, geography, or any other relevant characteristic for which data are available. When appropriate data is available, demographic groups are compared across reference and affected populations.

Reference population. A reference population is the relevant statewide population. It is used to establish the demographic criteria against which the affected population is compared.

Affected population. An affected population is the group of people most likely to be directly impacted by a proposed measure. The affected population is generally distinguished from the reference population by the key characteristic(s) associated with the proposed measure.

Proxy population. A proxy population is used in place of and to indirectly measure a population of interest when that population cannot be directly observed, measured or accessed; it is assumed to reasonably mimic relevant characteristics of the population of interest. A proxy population might be used in place of either or both the affected and reference populations.