

LUB NROOG SACRAMENTO
KEV MUS SAU NPE RAU KEV POV NPAV HAUV KEV XAIV TSA THIAB KEV XAIV
TSA



TSAB CAI VOTER' S CHOICE ACT

QHOV KEV NPAJ LOS DHIA DEJ NUM HAUV KEV XAIV TSA
2018

Nroog Sacramento Qhov Kev Npaj Los Dhia Dej Num Hauv Kev Xaiv Tsa
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QHOV KEV NPAJ LOS DHIA DEJ NUM HAUV KEV XAIV TSA
E.C.4005(a)(10)(I)

ZAJ LUS QHIA

Cov pej xeeb nyob hauv lub Nroog Sacramento yeej ib txwm nyiam mus pov npav rau kev xaiv tsa. Txij li thaum pib siv qhov kev pov npav no-excuse xa hauv tsev xa ntawv nyob rau xyoo 2002 los, cov neeg pov npav xa hauv tsev xa ntawv mus yeej muaj coob zuj zus txog li 64% ntawm tag nrho lub nroog cov pej xeeb uas tau mus sau npe pov npav rau kev xaiv tsa.

Tom qab muab tus qauv Vote Center Model ntawm no los siv nyob rau Lub Rau Hli 2017, lub chaw Sacramento County Voter Registration and Elections (VRE) tau tsa muaj pawg neeg Voting Accessibility Advisory Committee (VAAC) thiab pawg neeg Language Accessibility Advisory Committee (LAAC). Ob pawg neeg ntawm no tau muab ntau lub tswv yim zoo los pab qhov chaw VRE thiab yuav yog ib cov neeg tseem ceeb rau kev dhia dej num hauv kev xaiv tsa rau lub nroog mus ntxiv tom ntej.

Qhov chaw VRE npaj los mus muab nws qhov kev qhia txog kev pov npav xaiv tsa nthuav mus qhia kom cov pej xeeb paub txog tus qauv Vote Center Model thiab cov cib fim uas lawv yuav mus nqis tes pab tau lub zej zos. Txoj kev npaj ntawm no muaj kev koom tes los ntawm ntau lub koom haum thiab muaj kev pab los ntawm lawv yuav yog ib qho tseem ceeb los muab tus qauv Vote Center Model rau kev xaiv tsa siv tau zoo nyob rau hauv lub Nroog Sacramento.

Thawj zaug kev xaiv tsa uas yuav siv tus Qauv tshiab ntawm no yuav yog qhov kev xaiv tsa thaum Lub Rau Hli 2018 Statewide Primary. Qhov Kev Npaj Los Dhia Dej Num Rau Kev Xaiv Tsa ntawm no yuav npaj muaj ntaub ntawv qhia txog tias lub Nroog yuav muab tsab cai Voter's Choice Act coj los siv zoo li cas. Ntau yam dej num uas muab teev tseg rau hauv qhov Kev Npaj ntawm no yog npaj rau yav tom ntej, thiab yog muab teev tseg los ua ib tus qauv rau yam uas xav kom ua tau tiav.

Muab hais luv luv, tus Qauv ntawm no muab tau ntau lub cib fim rau cov neeg pov npav mus pov tau lawv daim npav xaiv tsa. Txhua tus neeg pov npav yuav tau txais ib daim npav VBM, thiab yuav mus pov npav tau rau ib lub chaw Vote Center nyob hauv lub Nroog Sacramento twg los tau. Qhov tias yuav muaj cov chaw Vote Center thiab cov Thawv Pov Npav (Ballot Drop Box) ntau npaum li cas yuav yog saib seb cov pej xeeb uas tau mus sau npe rau kev pov npav hauv kev xaiv tsa muaj coob npaum li cas li ntawm 88 hnuv ua ntej txog hnuv yuav muaj ib qho kev xaiv tsa. Thaum npaj Qhov Kev Los Dhia Dej Num Rau Kev Xaiv Tsa ntawm no, lub Nroog npaj tias yuav tau tsa kom muaj 78 qhov chaw Vote Centers (16 lub qhib 10 hnuv ua ntej hnuv muaj qhov kev xaiv tsa thiab qhib tag nrho 78 lub 3 hnuv ua ntej hnuv muaj qhov kev xaiv tsa thiab rau Hnuv Muaj Kev Xaiv Tsa. Cov neeg pov npav rau kev xaiv tsa yuav muab lawv daim npav xa hauv tsev xa ntawv mus, nqa mus pov rau hauv cov Thawv Pov Npav, lossis nqa mus rau ntawm ib qhov chaw Vote Center.

Cov chaw Vote Centers muaj cov tshuab pov npav rau kev xaiv tsa, uas tsawg kawg los yog muaj li ntawm peb lub tshuab nyob rau txhua lub chaw Vote Center. Ntxiv ntawm, cov chaw Vote Centers yuav muaj cov neeg ua hauj lwm uas hais tau ob hom lus.

NTU NTAWV 1 – KEV QHIA KOM NEEG PAUB TXOG KEV POV NPAV HAUV XAIV TSA THIAB KEV MUS HAIS KOM NEEG PAUB TIAS MUAJ KEV XAIV TSA

Kev Mus Sau Npe Rau Kev Pov Npav Hauv Kev Xaiv Tsa thiab Kev Xaiv Tsa (VRE) zoo siab mus qhia kom cov pej xeem hauv lub nroog thiab tag nrho cov neeg hauv cov zej zos paub txoj kev mus pov npav hauv kev xaiv tsa. Qhov Kev Qhia Kom Neeg Paub Txog Kev Pov Npav Hauv Xaiv Tsa thiab Kev Mus Hais Kom Neeg Paub Tias Muaj Kev Xaiv Tsa ntawm no yuav qhia cov dej num uas yuav ua tau los pab kom muaj neeg coob siv tus qauv Vote Center Model rau kev pov npav hauv kev xaiv tsa.

Yam Yuav Tsum Muaj

1-A *Cia Cov Chaw Tshaj Xov Xwm Pom Cov Npav thiab Muaj Kev Tshaj Tawm Pub Dawb Rau Pej Xeem (PSA)*

§4005(a)(10)(I)(i)(II), §4005(a)(10)(I)(i)(VIII)

Qhov chaw VRE yuav muaj ntaub ntawv qhia txog qhov yuav mus muab ib daim npav VBM li cas thiab txoj kev mus thov daim npav rau cov chaw tshaj lus thiab cov hauv kev muaj nyob rau hauv Ntu Ntawv 1 - B ntawm phau ntawv ntawm no, thiab cov chaw zoo li nram qab no:

- 1) Cov tshooj TV hauv lub nroog thiab cov tshooj TV nyob hauv lub zej zos
- 2) Cov ntawv xov xwm (nyob rau thaj chaw thiab hauv lub zej zos)
- 3) Xov Tooj Cua
- 4) Social Media thiab Qhov Chaw Tuav Dej Num Lub Vas Sab (Webstie)
 - a) Lub Nroog Tus Facebook thiab Twitter askhauj
 - b) Lub Qhov Rooj Txuas Ntawm Koj
 - c) Ntaub Ntawv Lub Nroog Xa Tuaj
- 5) Muaj Lus Tshaj Xo Tso Rau Ntawm Cov Tsheb Thauj Pej Xeem (Sacramento RT, E-Tran, Paratransit, Tshev Npav, Tsheb Nqaj Hlaus, thiab Transit Hubs)
- 6) Muab ntaub ntawv mus faib rau cov neeg koom tes nyob hauv lub zej zos, cov koom haum pab neeg xiam oob qhab, cov neeg raug xaiv tsa los tuav dej num, tej koog zej zos tshwj xeeb, cov koog tsev kawm ntawv, cov koom haum zej zos, cov koom haum rau kev ntseeg, thiab Cov Neeg Dhia Dej Num Tshaj Ntaub Ntawv nyob thoob plaws lub nroog.
- 7) Teem Sij Hawm Ntsib Cov Chaw Tshaj Xov Xwm, muab sij hawm rau lawv los mus xam phaj thiab muaj qhov B-roll txog tus qauv Vote Center Model
- 8) Cov Chaw Tuav Tej Phab Dej Num Hauv Lub Nroog (xws li phab Health and Human Services, Human Assistance, Veteran Services)
- 9) Muaj Kev Tshaj Tawm Rau Pej Xeem Paub (PSA), muab faib kom txhua mus rau txhua qhov chaw tshaj xov xwm hauv lub Nroog
- 10) Cov paib Electronic Billboards (Sacramento City, ClearChannel)

Qhov chaw VRE yuav siv cov kev tshaj tawm PSA uas ua rau pom thiab hnov los mus hais qhia rau cov neeg pov npav xaiv tsa paub txog qhov kev xaiv tsa uas yuav muaj

tom ntej thiab los mus qhia txog VRE tus xov tooj neeg yuav hu tau dawb mus nrhiav kev pab. Cov kev tshaj tawm PSA yuav muaj nyob rau hauv TV, xov tooj cua, ntawv xov xwm, social media, thiab cov paib electronic billboards sub txhua tus pej xeem thiaj li yuav paub, suav nrog rau cov pej xeem muaj kev xiam oob qhab xws li cov uas tsis hnov lus lossis hnov lus tsis zoo thiab cov uas tsis pom kev lossis pom kev tsis zoo. Yuav muab cov kev tshaj tawm PSA mus rau cov chaw tshaj xov xwm uas teev tseg rau hauv Ntu Ntawv 1-B.

Cov ntaub ntawv yuav muab rau lawv yuav muaj qhov tias neeg yuav mus siv tau cov tshuab pov npav xaiv tsa nyob rau lub chaw Vote Center twg los tau, thiab qhia tias yuav siv lub tshuab li cas; thiab, qhov kev yuav siv los thov, los khij thiab los xa ib daim npav hauv lub nroog qhov kev xa npav County's Remote Accessible Vote By Mail (RAVBM) (piav qhia nyob rau hauv Ntu Ntawv 2-B)

1-B Tawm Mus Ntsib Pej Xeem Hauv Lub Zej Zos Mus Qhia Lawv Txog Tsab Cai Voter's Choice Act

§4005(a)(10)(I)(i)(III)

VRE yuav tawm mus ncig lub zej zos mus muab cov ntaub ntawv qhia txog tus qauv Vote Center Model coj mus hais ncaj qha rau cov pej xeem thiab cov neeg tuaj koom rau ntau yam kev sib sau ua ke. VRE lub hom phiaj yog los mus koom tes nrog cov koom haum hauv lub zej zos kom txhob muaj kev cuam tshuam, thiab koom tes nrog LAAC thiab VAAC los mus nrhiav cov cib fim qhia cov pej xeem, muab cov tshuab coj los qhia tias yuav siv li cas, thiab qhia tias yuav mus thov thiab mus muab ib daim npav li cas. VRE yuav sib zog mus hais kom txhua thaj chaw hauv lub Nroog paub, suav nrog rau cov nroog thiab cov zej zos nyob sib ze, nrog rau cov zej zos uas xav kom tuaj pov npav. Cov pej xeem yuav muaj ntau lub cib fim los mus kawm txog tus qauv Vote Center Model thiab cov kev uas lawv yuav mus pov npav tau, suav nrog rau tiam sis tsis yog tag rau cov ntawm no, cov teev muaj nyob nram qab no:

- 1) Pawg neeg VAAC thiab LAAC
 - a) Cov rooj sib tham yuav muaj kev qhia siv qhov kev xaiv tsa thiab tej yam uas tau muab hloov tshiab lawm
 - b) Koom tes nrog pawg neeg VAAC thiab LAAC los mus tsim cov ntaub ntawv yuav siv, thiab muab rau lawv coj mus faib rau lawv cov zej zos.
- 2) Cov Kev Sib Sau Ua Ke Hauv Lub Zej Zos
 - a) Sacramento Food Bank – Cov kev sib sau ua ke hauv hnuv so hauj lwm hais txog zaub mov noj, thiab cov kev sib sau ua ke uas niaj hnuv muaj
 - b) Qhov Kev Sib Sau Ua Ke Elk Grove Pumpkin Festival
 - c) Qhov Kev Sib Sau Ua Ke Fair Oaks Chicken Festival
 - d) Qhov Kev Sib Sau Ua Ke Festival de la Familia
 - e) Qhov Kev Sib Sau Ua Ke Vietnamese Tet Festival
 - f) Qhov Kev Sib Sau Ua Ke Banana Festival

- g) Qhov Kev Sib Sau Ua Ke Sacramento Comic Con
 - h) Qhov Kev Sib Sau Ua Ke Rainbow Festival
 - i) Qhov Kev Sib Sau Ua Ke Disability Awareness (nyob ntawm lub xeev lub tsev capitol)
 - j) Qhov Kev Sib Sau Ua Ke APAPA Candidate's Forum
 - k) Qhov Kev Sib Sau Ua Ke Elk Grove Multicultural Festival
 - l) Qhov Kev Sib Sau Ua Ke Rio Linda County Fair
- 3) Cov Kev Mus Qhia Rau Lub Nroog Cov Pej Xeem Uas Muaj Ntau Haiv Neeg:
- a) Cov Koom Haum Ntawm Tej Koog Tsev (Neighborhood associations)
 - b) Cov Txwj Laus Tuav Lub Nroog (County Board of Supervisors)
 - c) Pawg Neeg Pab Tswv Yim County Disability Advisory Committee
 - d) Lub Xeev California Pawg Neeg VAAC thiab LAAC
 - e) Cov Neeg City Councils thiab City Clerks
 - f) Cov Elected Official's Town Halls
 - g) Cov Txwj Laus Saib Xyuas Tsev Kawm Ntawv
 - h) Cov Txwj Laus Special Districts Boards
 - i) Pawg Neeg County Central Committees thiab Political Committees
 - j) Cov Koom Haum Rau Kev Ntseeg
 - k) Koom haum pab tib neeg (xws li ILCs, Easter Seals, California Council of the Blind)
 - l) Cov Koom Haum Rau Cov Neeg Hais Tib Hom Lus (xws li La Familia, APAPA, ACC, AAAJ, LULAC, County Latino Caucus)
 - m) Cov Koom Haum Rau Kev Xaiv Tsa (xws li League of Women Voters, Urban League, ACLU, NAACP, Common Cause, DRC, People Power, DAC)
 - n) Cov Koom Haum Philanthropic organizations (xws li Soroptimists, Rotary, Kiwanis,)
 - o) City of Sacramento VCA Coalition
 - p) Cov Tsev Kawm Qib Siab Ob Xyoos thiab Pluaub Xyoos
 - q) Sacramento Cov Tsev Cias Ntawv
- 4) Cov Cib Fim Uas Pheej Muaj Mus Hais Qhia Rau Neeg Paub
- a) Cov Khw Farmer's Markets (muaj raws caij)
 - b) Lub Khw KP International Marketplace
 - c) Lub Khw Ranch 99 Market
 - d) Cov Tsev Kawm Ntawv High School (Lub Plaub Hlis, Lub Cuaj Hli, thiab thaum twg raug caw)
 - f) Cov Kev Sib Sau Ua Kev Zoo Rau Cov Neeg Tau Los Ua Pej Xeem Meskas
 - g) Cov Tsev Kawm Ntawv Rau Neeg Laus thiab ESL (nyob hauv cov koog tsev kawm ntawv)

1-C Kev Siv Nyiaj Txiag Txhua Yam Rau Kev Mus Qhia Thiab Hais Kom Pej Xeem Paub Tias Muaj Kev Xaiv Tsa.

§4005(a)(10)(I)(i)(VII)

VRE yuav siv txhua yam uas tsim nyog los mus xyuas kom meej tias cov pej xeem yeej paub txog tus qauv Vote Center Model nyob hauv qhov kev pov npav rau kev xaiv tsa. Cov ntaub ntawv qhia txog kev siv nyiaj txiag rau qhov kev xaiv tsa thaum Lub Rau Hli 2018 uas muab piv rau kev siv nyiaj txiag los mus qhia thiab hais kom pej xeem paub txog kev xaiv tsa rau cov xyoo dhau los lawm yuav muaj nyob rau phab ntawv Appendix J.

1-D *Muaj kev txuas lus nrog cov pej xeem los mus qhia txog qhov kev xaiv tsa yuav muaj tom ntej no thiab tshaj tawm tus xov tooj neeg yuav hu tau dawb mus nrhiav kev pab.*

§4005(a)(10)(I)(i)(X)

VRE yuav hu rau txhua tus pej xeem uas tau mus sau npe pov npav rau kev xaiv tsa ob zaug los mus qhia rau lawv txog qhov kev xaiv tsa tom ntej no thiab qhia tias VRE muaj ib tus xov tooj rau neeg hu tau dawb mus nrhiav kev pab. Tej zaum tus neeg hu los kuj yuav qhia tias saib phau ntawv Voter Information Guide yuav muab xa tawm thaum twg thiab yuav qhia txog cov kev yuav mus pov npav tau nyob hauv tus qauv Vote Center Model hauv kev xaiv tsa.

1-E *Daim ntawv xa xov postcard siv mus thov cov ntaub ntawv hais ua lwm hom lus lossis lwm hom ntaub ntawv VBM uas yuav muab tau los xyuas.*

§4005(a)(8)(B)(iii)

Tag nrho cov pej xeem uas tau mus sau npe rau kev pov npav hauv kev xaiv tsa yuav tau txais ib daim ntawv xa xov them tus nqi xa tag lawm nrog phau ntawv County Voter Information Guide rau lawv xa mus thov cov ntaub ntawv hais ua lwm hom lus uas tsis yog lus Askiv thiab mus thov ib daim npav VBM uas muab sau ua lwm hom ntaub ntawv. Cov lus qhia tias yuav muab daim ntawv xa xov sau thiab xa li cas rov qab yuav muaj nyob rau hauv phau Voter Information Guide thiab hauv VRE lub vas sab.

KEV QHIA THIAB MUS HAIS KOM COV NEEG HAIS COV HOM LUS UAS MUAJ NEEG HAIS TAU TSAWG PAUB TIAS MUAJ KEV XAIV TSA

§4005(a)(10)(I)(i)(I)

VRE tau tsa muaj pawg neeg Languag Accessibility Advisory Committee (LAAC) nyob rau thaum Lub Yim Hli 2017 los mus muab tswv yim thiab pab muab toom fwv thiab lub xeev cov cai hais txog qhov kev npaj kom muaj kev pab rau cov pej xeem uas tsis paub lus Askiv zoo kom lawv paub mus pov npav rau kev xaiv tsa. Pawg neeg LAAC yog muaj cov pej xeem nyob hauv zos uas sawv cev cov pej xeem hais tao cov hom lus muaj neeg hais tau tsawg nyob hauv lub Nroog. Mus xyuas ntawm phab ntawv Appendix B yog xav paub ntxiv txog pawg neeg LAAC.

1-F Hais Kom Cov Pej Xeem Paub Txog Qhov Kev Xaiv Tsa Uas Yuav Muaj Tom Ntej No Thiab Tshaj Tawm Tus Xov Tooj Uas Neeg Yuav Hu Tau Mus Nrhiav Kev Pab Rau Hauv Cov Chaw Tshaj Xov Xwm Rau Cov Pej Xeem Uas Hais Cov Hom Lus Muaj Neeg Hais Tau Tsawg
§4005(a)(10)(I)(i)(I)

Kev muab ntaub ntawv mus hais rau cov pej xeem hais cov hom lus uas muaj neeg hais tau tsawg paub, suav nrog rau cov ntaub ntawv txog tus qauv Vote Center Model, cov kev yuav pov npav tau, thiab tus xov tooj yuav hu tau dawb mus nrhiav kev pab, yuav siv ntau txoj hauv kev nrog lub hom phiaj uas muaj zoo li no:

- 1) TV (xws li Univision, Telemundo, Azteca America, Crossings TV, nrog rau cov tshooj TV hais lus Askiv thiab cov tshooj TV hauv lub zej zos - MetroCable/Access Sacramento)
- 2) Cov ntawv xov xwm (xws li Sacramento Bee, Vida En El Valle, D'Primeramino Magazine, APA News In Review, World Journal News, Herburger Publications, News & Review, Messenger Publishing Group)
- 3) Xov tooj cua (xws li La Ranchera/Vive, Radio Lazar, Entercom stations)
- 4) Social Media thiab Qhov Chaw Tuav Dej Num Rau Phab Kev Xaiv Tsa Lub Vas Sab
 - a) Lub Nroog Tus Facebook thiab Twitter askhauj
 - b) Lub Qhov Rooj Txuas Ntawm Koj
 - c) Ntaub Ntawv Lub Nroog Xa Tuaj
- 5) Cov paib Electronic Billboards (Sacramento City, ClearChannel)
- 6) Muaj Lus Tshaj Xo Tso Rau Ntawm Cov Tsheb Thauj Pej Xeem (Sacramento RT, E-Tran, Paratransit, Tshev Npav, Tsheb Nqaj Hlaus, thiab Transit Hubs)
- 7) Muab ntaub ntawv mus hais qhia rau cov neeg koom tes nyob hauv lub zej zos, cov neeg raug xaiv tsa los tuav dej num kom lawv muab tshaj tawm rau hauv lawv cov ntawv xov xwm, tej koog zej zos tshwj xeeb, cov koog tsev kawm ntawv, cov koom haum zej zos, cov koom haum rau kev ntseeg, thiab Cov Neeg Dhia Dej Num Tshaj Ntaub Ntawv nyob thoob plaws lub nroog.
- 8) Teem Sij Hawm Ntsib Cov Chaw Tshaj Xov Xwm, muab sij hawm rau lawv los mus xam phaj thiab muaj qhov B-roll txog tus qauv Vote Center Model
- 9) Muaj Kev Tshaj Tawm Rau Pej Xeem Paub (PSA), muab faib kom txhua mus rau cov chaw tshaj xov xwm hauv lub Nroog
- 10) Cov Chaw Tuav Tej Phab Dej Num Hauv Lub Nroog (xws li phab Health and Human Services, Human Assistance, Veteran Services, Probation, thiab Child Support Services)
- 11) Cov tsev qhia ntawv rau neeg laus uas muaj qhia ntawv ESL (xws li Elk Grove USD, Sacramento City USD)

1-G Rhiav Cov Pej Xeem Hais Cov Hom Lus Uas Muaj Neeg Hais Tau Tsawg
§4005(a)(10)(I)(i)(V)

VRE siv tus neeg pov npav hom lus uas nws xav kom siv nyob rau hauv nws daim ntawv sau npe rau kev xaiv tsa los mus nrhia cov pej xeem hais cov hom lus uas muaj neeg hais tau tsawg. Cov pej xeem los yeej txuas lus tau nrog peb hauv xov tooj lossis email los mus hloov hom lus uas lawv xav kom siv, lossis los qhia hom lus uas lawv xav kom tus neeg pab lawv thaum lub sij hawm pov npav hais tau. Peb los yeej siv cov lus sau tau los ntawm qhov kev suav pej xeem US Census los mus nrhiav cov neeg uas muaj hnuv nyoog pov npav tau uas paub lus Askiv tsis zoo thiab yuav tsum muaj kev pab rau kev hais lus. Cov lus ntawm no yuav muab khaws tseg rau hauv VRE qhov chaw tswj ntaub ntawv rau kev xav tsa.

1-H *Roov Sib Tham Los Qhia Kev Xaiv Tsa Rau Cov Pej Xeem Hais Cov Hom Lus Uas Muaj Neeg Hais Tau Tsawg*

4005(a)(10)(I)(i)(VI), §4005(a)(10)(I)(i)(VI)(ia)

VRE yuav muaj ib lub roov sib tham siv ob hom lus los qhia kev pov npav hauv kev xaiv tsa rau txhua hom lus hais nyob hauv lub Nroog Sacramento uas tsoom fwm thiab lub xeev yuav tsum kom muaj. Thaum npaj qhov kev dhia dej num ntawm no, cov hom lus ntawm no yog lus Mev, lus Suav (Cov Lus Hauv Tsoom Fwv), lus Filipino, lus Nyab Laj, lus Nyij Pooj, lus Kaus Lim, thiab lus Qhab Esxias – Lwm hom lus (tam sim no Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev hais tias yog Hindi) (Cov Lus Hauv Lub Xeev).

Cov roov sib tham ntawm no yuav muaj rau lub Caij Nplooj Ntoos Hlav 2018 thiab yuav muaj sij hawm rau lub Nroog cov pej xeem hais lwm hom lus los mus txais cov ntaub nawv thiab cov kev pab uas muaj hais ib hom lus twg, ntxiv rau tus qauv Vote Center Model hauv kev xaiv tsa. Tag nrho cov roov sib tham yuav muaj cov neeg txhais lus rau hom lus uas yuav tsum muaj los pab cov neeg tuaj koom. Pawg neeg LAAC yuav pab nrhiav cov chaw thiab cov hnuv rau cov roov sib tham ntawm no. Cov lus hais txog cov roov sib tham yuav muab tshaj tawm tsawg kawg los yog li ntawm 10 hnuv ua ntej hnuv yuav muaj lub roov sib tham, siv cov kev tshaj tawm uas muaj nyob rau ntawm Ntu Ntawv 1-B hauv phau ntawv ntawm no.

1-I *Cov Kev Tshaj Tawm Pub Dawb Rau Cov Pej Xeem Hais Cov Ho Lus Uas Muaj Neeg Hais Tau Tsawg*

§4005(a)(10)(I)(i)(IX)

VRE yuav siv cov Kev Tshaj Tawm Pub Dawb Rau Pej Xeem (PSA) los mus hais rau cov pej xeem hais cov hom lus uas muaj neeg hais tau tsawg hais txog qhov kev xaiv tsa yuav muaj tom ntej no thiab qhia tus xov tooj neeg yuav hu tau dawb mus nrhiav kev pab. Cov kev tshaj tawm PSA yuav muab xa mus rau cov tshooj tv, cov xov tooj cua, thiab cov ntawv xov xwm, uas siv cov hom lus muaj neeg hais tau tsawg, teev tseg rau hauv Ntu Ntawv 1-E. Pawg neeg LAAC yuav muab tswv yim los pab sau cov lus yuav siv nyob rau hauv cov PSA.

KEV QHIA THIAB MUS HAIS KOM COV NEEG MUAJ KEV XIAM OOB QHAB PAUB TIAS MUAJ KEV XAIV TSA

VRE tau tsa pawg neeg Voting Accessibility Advisory Committee (VAAC) nyob rau Lub Yim Hli 2017 los muab tswv yim thiab pab kom cov neeg muaj kev xiam oob qhab mus pov tau npav rau kev xaiv tsa. Pawg neeg VAAC yog muaj cov neeg nyob hauv zos uas sawv cev cov pej xeem muaj kev xiam oob qhab. Mus xyuas ntawm phab ntawv Appendix A yog xav paub ntawv txog pawg neeg VAAC.

1-J Lub vas sab muaj ntaub ntawv rau txhua tus nkag tau mus saib
§4005(a)(10)(l)(i)(IV)

Cov ntaub ntawv nyob hauv VRE lub vas sab (www.elections.saccounty.net) yeej muaj rau neeg rub tau los xyuas thiab yeej muaj rau txhua tus neeg mus xyuas tau. Qhov ntawm no yog suav nrog rau Qhov Kev Npaj Los Dhia Dej Num Rau Kev Xaiv Tsa thiab lwm yam ntaub ntawv hais txog tsab cai Voter's Choice Act, nrog rau cov ntaub ntawv hais txog kev mus sau npe rau kev pov npav hauv kev xaiv tsa thiab kev yuav mus nqis tes pab tau txoj kev pov npav hauv kev xaiv tsa. Cov ntaub ntawv hais txog tej yam dab tsi nyob hauv kev xaiv tsa los kuj muaj nyob hauv lub vas sab rau neeg rub tau los xyuas ib yam thiab. Lub vas sab los kuj muaj ib qho chaw uas neeg yuav sau tau ntawv hais txog kev xaiv tsa mus hais rau peb paub thiab.

Cov ntaub ntawv uas yuav muab tso rau hauv yuav muaj raws nram qab no:

- 1) Txhua tus neeg pov npav yuav tau txais daim npav (VBM) xa hauv tsev xa ntawv tuaj
- 2) Yuav mus siv tau ib lub tshuab pov npav rau kev xaiv tsa nyob rau ib lub chaw Vote Center twg los tau, thiab qhia tias yuav siv lub tshuab li cas
- 3) Qhov kev siv los thov, los khij thiab muab daim npav xa hauv lub nroog qhov kev xa npav County's Remote Accessible Vote By Mail (RAVBM) (piav qhia nyob hauv Ntu Ntawv 2-B).

1-K Lub Rooj Sib Tham Los Qhia Cov Neeg Pov Npav Rau Cov Neeg Muaj Kev Xiam Oob Qhab Los Mus Pab Kom Lawv Mus Pov Npav Thiab Mus Koom Tau Kev Xaiv Tsa
§4005(a)(10)(l)(i)(VI), §4005(a)(10)(l)(i)(VI)(ib)

VRE yuav muaj ib lub rooj sib tham los qhia cov neeg pov npav nyob rau lub Caij Nplooj Ntoos Hlav 2018 los mus pab kom cov neeg muaj kev xiam oob qhab mus pov npav thiab mus koom tau kev xaiv tsa. Pawg neeg VAAC yuav pab nrhiav lub chaw thiab hnuv rau lub rooj sib tham ntawm no. Lub rooj sib tham yuav muaj, tiam sis yuav tsis yog tag rau cov ntawm no xwb, kev qhia txog tus qauv Vote Center Model, qhia siv cov khoom siv pov npav tshiab, kev nkag mus siv cov khoom siv hauv kev xaiv tsa, qhia txog kev nqa daim npav mus pov rau ntawm cov thawv pov npav, thiab kev xa daim npav tau hauv computer. Cov lus hais txog lub rooj sib tham yuav muab tshaj tawm

tsawg kawg los yog li ntawm 10 hnuv ua ntej hnuv yuav muaj lub rooj sib tham, siv cov kev tshaj tawm uas muaj nyob rau ntawm Ntu Ntawv 1-B hauv phau ntawv ntawm no.

NTU NTAWV 2 - QHOV KEV NPAJ LOS DHIA DEJ NUM HAUV KEV XAIV TSA

COV LUS QHIA DAV DAV

2-A *Kev Siv Tau Tus Xov Tooj Hu Dawb* *§4005(a)(10)(I)(vii)*

VRE npaj muaj tus xov tooj hu dawb los pab rau cov sij hawm uas tseem ua hauj lwm. Yuav muaj neeg ua hauj lwm los pab cov neeg hu xov tooj tuaj uas hais cov hom lus tsoom fvw yuav tsum kom muaj thiab yuav tsum npaj muaj kev pab txhais lus thaum pab cov neeg hais cov hom lus uas yog hom yuav tsum muaj.

Tus xov tooj hu dawb (800) 762-8091
Tus xov tooj California Relay Service (Rau Cov Neeg Hais Tsis Tau Lus thiab Tsis Hnov Lus) 711

KEV MUS MUAB NPAV

2-B *Kev Mus Muab Daim Npav VBM Rau Cov Neeg Pov Npav Uas Muaj Kev Xiam Oob Qhab* *§4005(a)(10)(I)(ii)*

Txais Ib Daim Npav VBM Xa Hauv Tsev Xa Ntawv Tuaj

Txhua tus pej xeem uas tau mus sau npe rau kev xaiv tsa nyob hauv Nroog Sacramento yuav tau txais ib daim npav VBM xa hauv tsev xa ntawv tuaj rau lawv siv txhua zaug uas muaj ib qho kev xaiv tsa. Yuav muab daim npav xa tuaj ntawd khij thiab ntim rau lub hnab ntawv muaj nrog pob ntawv VBM ntawd thiab muab xa rov qab. Mus xyuas ntawm Ntu Ntawv 1-E los tau.

Kev Thov Daim Npav Nkag Mus Pov Npav - Cov Chaw Pov Npav

Tag nrho cov pej xeem uas tau mus sau npe rau kev xaiv tsa nyob hauv Nroog Sacramento yuav siv tau peb yam tshuab los khij lawv daim npav nyob rau ntawm ib lub chaw Vote Center twg los tau. Cov neeg pov npav mus hais qhia tias lawv tuaj txog lawm, thov ib daim npav nkag mus thiab yuav tau ib daim ntawv yuam sij uas yuav muab lawv daim npav nkag tau rau hauv lub tshuab. Yuav siv lub tshuab siv ntiv tes khov los khij daim npav, muaj lub tshuab hais lus, lossis siv cov tshuab pab technology uas lawv tus kheej muaj. Cov tshuab nkag tau mus pov npav yuav muab teeb kom cov neeg pov npav mus pov tau lawv daim npav tsis muaj neeg pom thiab neeg pab. Mus xyuas ntawm Ntu Ntawv 1-E los tau.

Kev Thov Ib Daim Npav Uas Xa Tau Hauv On-Line

Cov pej xeeb muaj kev xiam oob qhab uas tau mus sau npe rau kev xaiv tsa nyob hauv Nroog Sacramento yuav thov tau daim npav uas xa tau hauv on-line, siv qhov kev xa Remote Accessible Vote By Mail (RAVBM). RAVBM npaj muaj kev pab rau cov neeg pov npav uas muaj kev xiam oob qhab kom lawv mus thov tau qhov kev muab ib daim npav VBM xa tau hauv ib lub vas sab uas tau kev pom zoo los ntawm VRE. Yuav muab daim npav electronic rub tau los rau hauv tus neeg pov npav lub computer, muab daim npav khij siv tus neeg pov npav cov khoom pab technology thiab mam li muab luam tawm. Daim npav ntawm yuav muab xa tau rov qab ib yam nkaus li txhua daim npav VBM: xa hauv tsev xa ntawv, nqa coj mus pov rau hauv ib lub Thawv Pov Npav, lossis nqa mus rau ntawm ib lub chaw Vote Center. Mus xyuas ntawm Ntu Ntawv 1-E los tau.

Thov Dua Ib Daim Npav Tshiab

Ib tus neeg pov npav twg yeej thov dua tau ib daim npav tshiab yog nws hu rau (916) 875-6155 lossis xa ntawv thov hauv fax mus rau (916) 854-9796, lossis mus rau ntawm ib lub chaw Vote Center, lossis VRE ib lub chaw hauj lawm, lossis hauv RAVBM qhov kev xa hauv on-line.

YAM YUAV TSUM MUAJ NYOB HAUV LUB CHAW VOTE CENTER

2-C Kev Tsuj Ntseg Nyob Rau Hauv Qhov Pov Npav Ntawm Cov Chaw Vote Centers

Ua Kom Muaj Kev Tsuj Ntseg Hauv Kev Pov Npav

§4005(a)(10)(I)(iv)

Tag nrho cov kev pov npav ntawm cov chaw Vote Center yog ua raws li Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev cov qauv rau kev tsuj ntseg, VRE cov kev dhia dej num rau kev tsuj ntseg, thiab cov lus tswj fwm nyob hauv California Elections Code thiab California Voting System Use Procedures. Qhov ntawm no, tiam sis tsis yog tag rau qhov kev muab cov tshuab thiab khoom siv ntawm cov chaw Vote Center qhwv khaws tseg, muab khaws tseg, muab xa mus kom raws li cov lus tswj fwm. Ntxiv ntawd, peb cov kev dhia dej num tam sim no yuav tsum kom muaj cov neeg ua hauj lwm hauv kev xaiv tsa feem ntau nyob rau ntawd thaum qhov chaw ntawd tseem qhib.

Kev Tsuj Ntseg thiab Cov Kev Npaj Rau Thaum Muaj Teeb Meem

§4005(a)(10)(I)(iv)(VIII)

Tiv Thaiv Kom Txhob Muaj Kev Cuam Tshuam, Qhib Dhia Dej Num Hauv Lub Chaw Vote Center Mus Ntxiv

§4005(a)(10)(I)(iv)(VIII)(ia), §4005(a)(10)(I)(iv)(VIII)(ib)

Tag nrho cov neeg ua hauj lwm, suav nrog rau cov ua nyob hauv cov chaw Vote Centers, thiab cov pab kom cov khoom siv ua hauj lwm zoo thiab kom ua raws cai, yuav tau mus koom qhov kev cob qhia los mus siv cov khoom siv rau kev pov npav, los npaj cov chaw Vote Center, pab thiab qhia cov neeg pov npav, muab cov khoom siv hauv kev pov npav khaws cia zoo txhua hmo, thiab paub tias yuav ua li cas thaum muaj tej yam xwm ceev.

Nyob rau hauv California qhov kev xaiv tsa, tag nrho cov khoom siv yuav muaj qhov siv tau roj teeb thaum twg yog tsis muaj hluav taws xob siv lawm. Txhua lub chaw yuav tsum muaj ib lub xov tooj ntawm tes. Cov neeg pab thaum muaj xwm ceev yuav tau txais ib daim teev tag nrho cov chaw Vote Centers. Ib lub chaw Vote Center twg yuav tsum muaj cov kev npaj los daws teeb meem thaum muaj xwm ceev thiab npaj muaj ib phau ntawv los qhia tias yuav ua dej num li cas nyob hauv lub chaw Vote Center thiab yuav pab cov neeg pov npav li cas.

VRE yuav sib zaug los daws cov kev cuam tshuam nyob rau ntawm ib qhov chaw pov npav tam sim, thiab ib qho kev cuam tshuam twg nws yeej yuav muaj nws ib txoj kev los daws. Qhov dav dav, yog tias tsuas muaj kev cuam tshuam nyob ib qho chaw pov npav xwb, VRE yuav hais kom cov neeg ua hauj lwm ntawm lub chaw ntawd qhia kom cov neeg pov npav ho mus pov npav rau ntawm lwm cov chaw Vote Centers, thiab yuav hais rau tub ceev xwm, Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev, thiab cov chaw tshaj xov xwm paub sub lawv thiaj li yuav muab hais tshaj tawm tau kom cov neeg pov npav paub. Yog tias ho muaj ib yam teeb meem tsim los ntawm lub ntuj lossis lwm yam dab tsi uas muaj qhov cuam tshuam rau ib lub chaw Vote Center lossis ib lub chaw pov cov npav, yuav muaj lus tshaj tawm, muaj cov paib qhia thiab cov neeg ua hauj lwm los mus qhia cov neeg pov npav kom lawv paub mus rau ntawm lwm lub chaw. Yog tias yuav tau muab txhua yam dej num ntawm ib lub chaw Vote Center kaw, cov neeg ua hauj lwm yuav muab cov khoom siv rau kev pov npav sau cia kom zoo tam sim thiab yuav txheeb saib cov khoom siv puas nyob txhij raws li California Election Code thiab Ballot Manufacturing and Finishig cov qauv. VRE yuav sib zog los mus qhib dua ib lub chaw Vote Center tshiab los hloov thiab yuav muaj lus tshaj tawm hais txog qhov kev hloov ntawd ntau.

2-D Cov Chaw Vote Centers: Txiaiv TXiam Tias Yuav Qhib Pes Tsawg Lub Chaw, Nyob Qhov Twg, Thiab Cov Sij Hawm Yuav Qhib Uas Paub Thaum Lub Sij Hawm Yuav Luam Cov Ntaub Ntawv

§4005(a)(10)(I)(vi)

Cov Chaw Vote Centers Uas Yuav Muaj Qhib.

§4005(a)(10)(I)(vi)(I)

Saib raws li 772,782 tus pej xeeem uas tau mus sau npe rau kev xaiv tsa (qhov uas siab tshaj), VRE yuav qhib tsawg kawg los yog li ntawm 78 lub chaw Vote Centers, 16 lub qhib li kaum hnuv ua ntej thiab hnuv muaj kev xaiv tsa thiab qhib 62 lub ntxiv li ntawm 3 hub ua ntej thiab hnuv muaj kev xaiv tsa.

Qhov Chaw thiab Cov Sij Hawm Qhib Ntawm Txhua Lub Chaw Vote Center §4005(a)(10)(I)(vi)(III), §4005(a)(10)(I)(vi)(VI)

VRE yuav koom tes nrog LAAC, VAAC, thiab cov neeg hauv zej zos los mus nrhiav cov chaw rau cov Vote Center thiab cov Thawv Pov Npav. Cov neeg ua hauj lwm hauv lub nroog yuav tsim daim ntawv qhia kev rau txhua yam uas teev tseg rau hauv Ntu Ntawv 4005 (a)(10)(B) siv cov lus muab tau los ntawm qhov kev suav pej xeeem xyoo 2010 decenial Census, ntawm American Community Survey, thiab cov neeg sau npe rau kev xaiv tsa uas VRE muaj tam sim no. Mus xyuas phab ntawv Appendix E. Pom tias muaj ntau yam nyob sib hla ua ke hauv daim ntawv qhia kev thiab yuav pab txiav txim tias cov chaw twg thiaj yog cov chaw uas zoo tshaj.

Qhov kev txiav txim tias yuav muab cov chaw tso rau qhov twg yeej tseem tsis tau paub meej nyob rau lub sij hawm uas yuav muab qhov Kev Npaj ntawv luam tawm. VRE lub hom phiaj yog los nrhiav cov chaw Vote Centers nyob ntawm cov chaw neeg paub, mus los tau yooj yim. Tag nrho cov chaw Vote Center yuav qhib tsawg kawg los li ntawm 8 teev rau ib hnuv thiab thaum 7 teev sawv ntxov mus txog 8 teev tsaus ntuj rau Hnuv Muaj Kev Xaiv Tsa. Qhov chaw thiab cov sij hawm ntawm ib lub chaw Vote Center yuav muaj teev nyob rau ntawm phab ntawv Appendix F, uas yuav muab kho dua tshiab thaum paub cov chaw meej rau ib qho kev xaiv tsa. Daim ntawv teev cov chaw yuav muab tso nrog cov ntaub ntawv hais txog kev xaiv tsa uas muaj rau txhua tus neeg sau npe rau kev xaiv tsa.

2-E *Neeg Ua Hauj Lwm Hauv Cov Chaw Vote Centers: §4005(a)(10)(I)(vi)(IX)*

VRE npaj tias yuav muaj tsawg kawg los yog li ntawm tsib tus neeg ua hauj nyob rau ntawm ib lub chaw Vote Center thiab ntxiv rau cov neeg hauj lwm uas hais tau ob hom lus. Cov tswv yim pab los ntawm cov pej xeeem thiab cov hom lus paub tias muaj neeg hais nyob rau cov thaj chaw, lossis cov thaj chaw nyob ib ncig ntawd, yuav pab lub chaw Vote Center nrhiav kom muaj cov neeg ua hauj lwm uas hais tau ob hom lus coob npaum li cas.

2-F *Cov Kev Pab Rau Cov Neeg Pov Npav Uas Muaj Kev Xiam Oob Qhab §4005(a)(10)(I)(vi)(X)*

Txhua ib lub chaw Vote Center twg yuav muaj tsawg kawg los yog li ntawm 3 lub tshuab siv tau los pov npav. Cov tshuab ntawm no yeej tau ntawv tso lus siv tau los ntawm

Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev kom siv tau rau hauv California cov kev xaiv tsa thiab cia txhua tus neeg pov npav los mus khij tau lawv daim npav tsis muaj lwm tus neeg pab thiab pom. Yuav muaj cov iav tsom kom pom loj, teeb taws kom pom kev, thiab cov cwj mem tuav tau rau sawv daws siv. Yuav muaj lwm cov khoom siv xws li cov txiag xiab kev kom neeg mus tau, cov pas xiab qhov rooj, lossis cov thawv hom chaw ntses tsheb ISA, rau txhua lub chaw Vote Center siv.

2-G Kev Tsim thiab Yuav Muab Tej Khoom Teeb Li Cas Hauv Cov Chaw Vote Centers

§4005(a)(10)(I)(vi)(XI)

Cov qauv los mus muab tej khoom teeb yuav siv los mus ua kom cov chaw neeg nkag mus pov npav thiab cov tshuab neeg nkag mus pov npav yeej muab tso tau los ua kom cov neeg pov npav khij tau lawv daim npav tsis muaj lwm tus neeg pab thiab pom. Qhov kev teeb tej khoom siv yuav muab qhov kev cov neeg pov npav nkag mus siv tau yooj yim saib ua qhov tseem ceeb, thiab yuav muab kho kom haum raws li qhov loj thiab dav ntawm txhua lub chaw. Mus xyuas ntawm phab ntawv Appendix G yog xav pom qhov ua piv txwv.

YAM YUAV TSUM MUAJ RAU NTAWM COV THAWV POV NPAV

2-H Cov Thawv Pov Npav: Txiaiv TXiam Tias Yuav Qhib Pes Tsawg Lub Thawv Pov Npav, Nyob Qhov Twg, Thiab Cov Sij Hawm Yuav Qhib Uas Paub Thaum Lub Sij Hawm Yuav Luam Cov Ntaub Ntawv

§4005(a)(10)(I)(vi)

Cov Thawv Pov Npav Uas Yuav Muaj Qhib.

§4005(a)(10)(I)(vi)(II)

Saib raws li 772,782 tus pej xeeb uas tau mus sau npe rau kev xaiv tsa (qhov uas siab tshaj), lub nroog yuav qhib tsawg kawg los yog li ntawm 52 lub Thawv Pov Npav, qhib li 28 hnuv ua ntej thiab hnuv mauj kev xaiv tsa.

Qhov Chaw thiab Cov Sij Hawm Qhib Ntawm Txhua Lub Thawv Pov Npav

§4005(a)(10)(I)(vi)(IV), §4005(a)(10)(I)(vi)(VII)

VRE lub hom phiaj yog los mus koom tes nrog LAAC, VAAC, thiab cov neeg hauv zos los nrhiav cov chaw qhib cov Thawv Pov Npav nyob ntawm cov chaw neeg paub, mus los tau yooj yim. Qhov kev txiaiv txim tias yuav muab cov Thawv Pov Npav tso rau qhov twg yeej tseem tsis tau paub meej nyob rau lub sij hawm uas yuav muab qhov Kev Npaj ntawv luam tawm. Daim ntawv teev cov Thawv Pov Npav thiab cov sij hawm qhib yuav muaj nyob rau phab ntawv Appendix H, uas yuav muab kho dua thaum txiaiv txim tias yuav muab cov thawv tso rau qhov twg. Daim ntawv teev cov chaw yuav muab tso nrog cov ntaub ntawv hais txog kev xaiv tsa uas muaj rau txhua tus neeg pov npav.

Registrar of Voter's lub chaw hauj lwm yuav muaj ib lub Thawv Pov Npav nyob sab nraum zoov qhib 24 teev txhua hnuv. Tag nrho lwm lub Thawv Pov Npav yuav yog nyob hauv tsev.

COV NTAWV QHIA KEV (MAPS) UAS QHIA COV CHAW VOTE CENTER THIAB COV THAWV POV NPAV

2-I Cov Ntawv Qhia Kev Ua Qhia Cov Chaw
§4005(a)(10)(I)(vi)(V)

Cov ntawv qhia kev uas qhia cov chaw Vote Center thiab cov Thawv Pov Npav yog muaj nyob rau phab ntawv Appendix I. Cov ntawv qhia kev ntawm no yuav muab kho dua yog thaum muaj cov chaw tshiab qhib ntxiv.

LWM YAM UAS YUAV TAU COJ LOS XAV NTXIV

2-J Cov Nqi Kwv Yees Tias Yuav Tau Them Thiab Cov Nyiaj Yuav Txuag Tau Nyob Rau Hauv Txoj Npaj Ntawm No
§4005(a)(10)(I)(v), §4005(g)(2)

Cov nqi kwv yees tias yuav tau them thiab cov nyiaj yuav txuag tau nyob rau hauv qhov kev muab tsab cai Voter's Choice Act los siv yog muaj nyob rau phab ntawv Appendix J. VRE xav tias kev siv tsab cai Voter's Choice Act thawj zaug yuav txo tau cov nqi them los hloov lub Nroog cov khoom siv rau kev pov npav, thiab pom tias cov nqi them los mus ua kom tau raws li cov kev yuav tsum kom ua los pab kom muaj kev koom tes los ntawm lub zej zos thiab cov neeg pov npav yuav nce. VRE xav tias lub Nroog yuav pom muaj neeg tuaj pov npav coob tshaj li yav tag los thiab cov nqis niaj hnuv them yuav poob tsawg dua qub zoo li pom nyob tom Colorado tom qab lawv txiav txim los siv ib qho kev pov npav zoo tsis txawv ntau ntawm qhov ntawm no.

Tom qab txhua qhov kev xaiv tsa uas siv tsab cai Voter's Choice Act, VRE yuav npaj ib qho kev nthuav qhia tus nqi ntawm kev xaiv tsa coj los qhia rau sawv daws paub, uas yuav muab tso rau hauv VRE lub vas sab ua hom ntaub ntawv uas neeg mus xyuas tau.

2-K Cov Dej Num Tom Qab Kev Xaiv Tsa

Daws Cov Teeb Meem Tsis Muaj Kev Pab Hauv Kev Mus Pov Tau Npav Thiab Kev Mus Koom Tau Kev Xaiv Tsa Zoo Ib Yam Rau Txhua Tus Neeg Pov Npav, Raws Li Qhov Tias Yuav Tsum Muaj Nyob Hauv Subdivision (g)
§4005(a)(10)(I)(iii)

Tom qab txhua qhov kev xaiv tsa uas siv tsab cai Voter's Choice Act, VRE yuav muab cov lus lawv tau txais los ntawm cov neeg pov npav los xyuas thiab yuav mus nug saib pawg neeg LAAC thiab VAAC, thiab mus nug cov koom haum hauv lub zej zos saib lawv hom muaj tswv yim dab tsi hais txog cov lus sau tau los raws nraim li Ntu Ntawv 4005 (g). VRE yuav sib zog los mus kho tej yam uas tsis muaj txaus los pab txhua tus neeg zoo ib yam, yuav muab saib ib yam mus rau ib yam kom txhua tag tib si.

Muab Kev Pab Rau Qhov Kev SOS Los Tsim Qhov Kev Nthuav Qhia Mus Rau Cov Kws Sau Kev Cai Lij Choj (Legislature)

§4005(g)(1)(A)

Npaj Cov Nab Npawb Hauv Kev Xaiv Tsa Rau Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev

VRE yuav npaj cov nab npawb hauv kev xaiv tsa los xa mus rau Tus Neeg Tuav Ntaub Ntawv Hauv Lub Xeev, suav nrog rau cov lus teev rau hauv Ntu Ntawv 4005 (g).

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

DESCRIPTION

GOALS

- Assisting and advising county elections officials on existing programs to reach people with disabilities, and also provide advice on whether to create new programs.
- Advising county elections officials on where to set up voting equipment and how to recognize barriers to participation for senior voters and voters with disabilities.
- Assisting county elections officials in surveying polling places for compliance with state and federal accessibility guidelines. Evaluating an inaccessible polling place or voting area to determine if – with the use of temporary modifying equipment or measures – it can be modified to permit use by senior voters and voters with disabilities.
- Assisting and advising county elections officials in training Election Officers (Vote Center workers) to assist senior voters and voters with disabilities.
- Assisting in the recruitment of Election Officers (Vote Center workers) with disabilities or who are seniors.
- Assisting county elections officials to enhance website accessibility, including establishing a county website accessibility statement.
- Assisting county elections officials with implementing the Voter's Choice Act and advising on outreach and education opportunities.
- Assisting county election officials on the creation and distribution of election materials to help educate voters with disabilities on services available such as the use of accessible ballot marking device, remote accessible vote by mail, voting assistance available at the vote center, curbside voting, and overall education on elections process.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

August 2, 2017 Meeting

Public Notice

PUBLIC NOTICE

Meeting of the Sacramento County Voting Accessibility Advisory Committee
Jill LaVine, the Sacramento County Registrar of Voters, is seeking citizens interested in serving in a volunteer capacity on the Voting Accessibility Advisory Committee in Sacramento County. All interested parties are encouraged to attend the meeting August 1, 2017.

The purpose of the Voting Accessibility Advisory Committee is the following:

- Provide a forum for public input on the development of a draft Election Administration Plan.
- Allow the public to advise and assist the Registrar of Voters regarding access to the elections process for voters with disabilities.

Meeting Date: August 1, 2017

Meeting Time: 5:00 p.m.

Location: Sacramento County Administration Building
700 H Street, Hearing Room 1
Sacramento, CA 95814

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@sacounty.net, no later than five working days prior to the meeting.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

Agenda

Location: County Administration Building
700 H Street, Hearing Room 1

Date / Time: Tuesday, August 1, 2017 - 5:00 p.m.

1. Call to order and Roll Call
2. Welcome and Meeting Protocols
3. Membership Applications and Appointments of Members
4. Public Input on Development of the Draft Election Administration Plan
5. Public Input on Access to the Elections Process for Voters with Disabilities
6. Other matters for consideration

Adjourn

Summary

Handouts provided to attendees included: Agenda; California Voter's Choice Act Infographic; Guide to Voter's Choice Act and Vote Centers in Sacramento County; Sacramento County Voter Registration and Election, Election Administration Plan E.C 4005 (a) (10) (I) Discussion and Consultation Document; VAAC Membership Applications.

Call to Order: Committee Chair, Courtney Bailey, welcomed all guests to this 1st meeting to establish a Sacramento County Voting Accessibility Advisory Committee (VAAC). She provided the background for Sacramento County's move to the Voter's Choice Act and a brief summary of the Vote Center model being rolled out in June 2018.

Welcome and Meeting Protocols: Alice Jarboe, Assistant Registrar of Voters for Sacramento County Voter Registration and Elections, welcomed the attendees and reviewed meeting protocols, emphasizing the open and inclusive nature of the County Voting Accessibility Advisory Committee (VAAC).

Membership Applications and Appointment of Members: The Voters Choice Act (VCA) directs the implementation of a VAAC to allow for community input. Applications for VAAC committee members are being accepted. A minimum of 7 committee members are desired and applications will be accepted on a rolling basis. Paper applications were made available. The application is also available online on the county's website.

Discussion: The group discussed the development of the Draft Election Administration Plan and access to the elections process for voters with disabilities. Several questions were fielded during discussion regarding accessible marking devices, cost of the

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

devices, accessibility for drop-off locations, accessibility for the blind, handling languages, poll watchers ability to “get out the vote”, requesting Vote Center sites, and casting ballots through a scanner or Vote by Mail envelope.

The questions will assist the Election Office in developing a list of FAQ’s. Many of the answers are found in the Voter’s Choice Act, i.e., three voting accessible terminals being required at each Vote Center. Answers will develop as the Election Office procedurally works through the implementation of the Voter’s Choice Act.

Meeting wrap up and things to think about for next meeting:

- Interested committee members were reminded to complete an application. There are 7 committee applications so far and more are welcome. The VAAC is open to the public so please pass the word along to anyone that may be interested.
- What percentage of voters will have accessibility needs? It was suggested that the Social Security Administration may have data on the number of residents receiving disability benefits.
- We are looking for public input to develop the Election Administration Plan.
- What is a good location for these meetings, what time should we start, how long should they be, and how frequent? It was suggested no longer than 90 minutes and locations suggested were the Sacramento Admin Building, Central Library, City Council Chambers, SMUD Building, Voter Registration Office, DSA Headquarters, and roaming locations, i.e., in Elk Grove. Locations with best accessibility for buses and a meeting end time that doesn’t exceed the time buses stop running was requested. Frequency suggested was twice a month and then reduce to once a month.
- Other suggestions for meetings included: Have a sign language interpreter, offer to teleconference the meeting in case people cannot attend in person, closed captioning, serve refreshments, and pay for bus fare.
- How do we get the information out, Google Docs?
- Mindy Romero with California Civic Engagement Project would like to present a tool for helping us choose our locations.
- Regional Transit is working on an optimization plan that may affect services around Vote Center locations.

The next VAAC meeting:

**August 16th
6:00 p.m. to 7:00 p.m.
Elk Grove City Council Chambers
8400 Laguna Palms Way
Elk Grove**

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

August 16, 2017 Meeting

Official Notice

MEETING NOTICE

Meeting of the Sacramento County Voting Accessibility Advisory Committee

The Sacramento County Voter Registration and Elections office will hold a meeting of the Voting Accessibility Advisory Committee. All interested parties are encouraged to attend the meeting August 16, 2017.

The purpose of the Voting Accessibility Advisory Committee is the following:

- Provide a forum for public input on the development of a draft Election Administration Plan.
- Provide a forum for public input to advise and assist the Registrar of Voters regarding access to the elections process for voters with disabilities.

Meeting Date: August 16, 2017

Meeting Time: 6:00 p.m.

Location: Elk Grove City Council Chambers
8400 Laguna Palms Way
Elk Grove, CA

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@sacounty.net, no later than five working days prior to the meeting.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

Agenda

Location: Elk Grove City Council Chambers
8400 Laguna Palms Way
Elk Grove, CA

Date / Time: Wednesday, August 16, 2017 - 6:00 p.m.

1. Call to order and Roll Call
2. Welcome and Meeting Recap
3. Membership Applications and Appointments of Members
4. Public Input on Development of the Draft Election Administration Plan
5. VAAC Input on Vote Center and Ballot Drop Off Locations
6. Other matters for consideration

Adjourn

Summary

Handouts Provided: Agenda; California Voter's Choice Act Infographic; Guide to Voter's Choice Act and Vote Centers in Sacramento County Brochure; Vote Center Information Flyer; Election Administration Plan Discussion and Consultation Document; VAAC Open Call for Membership; and VAAC Membership Applications.

Call to Order: Committee Chair, Courtney Bailey, called the Sacramento County Voting Accessibility Advisory Committee meeting to order.

Attendees introduced themselves and everyone was reminded to sign in. Current VAAC member applicants in attendance included: Donald Tuttle, Inderjit Kallirai, Irene Capps, Jennifer Garets, Marianne Knoy, Margaret Johnson, and Russell Rowlings. Not present: Richard Stanley, Carol Moss, Charlene Jones, and Nick Bloise.

VAAC Committee Members will be officially appointed at the next meeting.

Opening Comments:

- The Voters Choice Act (VCA) directs the implementation of a Voting Accessibility Advisory Committee (VAAC) to allow for community input. This committee will assist the Sacramento County Voter Registration & Elections Department (VRE) by providing input and feedback for developing the County Election Administration Plan as directed by the Voter's Choice Act.
- A two year commitment is anticipated for committee members. Member applications will be accepted on a rolling basis. Paper applications are available at meetings and available online on the county's website.

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

- Background was given for Sacramento County's move to the Voter's Choice Act and a brief summary of the Vote Center model being rolled out in June 2018.

Discussion/Questions

Discussion centered on the VAAC responsibilities and what issues will be addressed.

- Input on Vote Center locations. VRE would like input on locations that will meet accessibility and other site requirements to host a drop box for 29 days and 4 and 11 day Vote Center sites and how to best present those sites to the public.
- Resource ideas to help educate the public: We need more mechanisms to get out the word about VCA. Suggested: State resources, disability newsletters, county newsletter, and social media.
- Need to improve our website to make accessibility information more prominent on the home page. Dedicate a page just to disabilities; remote accessible voting; more comprehensive information on voters with disabilities.
- Specific media outreach suggestions. The County Media Office (CMO) controls any social media requests. Budget is limited at about \$71K. We can go back to the Board and make requests in early December. Suggestion: Are there grants available to help with outreach costs?
- A more in depth presentation of the VCA was requested to help educate the committee. Suggested: Also educate on the county's accessibility surveying process.
- A concern about duplication of efforts was voiced. It was noted that Sacramento County is one of a small group of counties to be first in implementing this new voting model.
- Public consult meeting dates are yet to be determined.

Meeting Wrap Up Items:

- It was agreed that it would be helpful to have notice of topics that will be discussed in advance for each meeting so there is an outline to help stay on track. Other topics suggested: Updates on location selection process, site surveying for accessibility, county web page disability resource information, voting equipment, social media use, outreach events, remote accessible voting and building the Election Administrative Plan.
- A survey for committee member's availability will be emailed to help identify best locations, days, and times for meetings.
- Courtney will send out an outline of future meeting topics and the date, time and location of next meeting.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

September 12, 2017 Meeting

Agenda

Location: Sacramento County Voter Registration & Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

Date / Time: Tuesday, September 12, 2017 - 5:30 p.m.

1. Call to order and Introductions
2. Appointments of Members
3. Goals of this Committee
4. August 1 & 16 Meeting Recap
5. Voter's Choice Act Presentation
6. Future Agenda Topics & Other matters for consideration
7. Adjourn

Please join us after the meeting for a tour of the Elections Office.

Summary

Handouts Provided:

Meeting Agenda; 2017 VAAC Meeting Schedule, August 1& 16 Meeting Recap, VAAC Goals, and Voter's Choice Act Presentation

Call to Order:

Committee Chair, Courtney Bailey, called the Sacramento County Voting Accessibility Advisory Committee meeting to order. Committee Members and attendees introduced themselves.

Committee Members in attendance included: Donald Tuttle, Richard Stanley, Nick Bloise, Margaret Johnson, Russell Rawlings, and Terry Schanz.

Committee Members Not Present: Indi Kallirai, Irene Capps, Marianne Knoy, Carol Moss, and Charlene Jones.

Appointment of Members:

Committee Member in attendance were officially appointed and sworn in.

Agenda Items and Discussion Comments:

- Request for any revisions to August 1st and 16th meeting notes were taken for updating, encouraging action items to follow-up on for subsequent meetings.
- Reviewed the goals of the VAAC.
- There will be a SOS hearing on 9/27/17 for certification of Remote Accessible Voting Systems (ROVS) from Democracy Live and Five Cedars.

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

- In order for voters to vote privately and independently, equipment consideration should be made for visual, intellectual, and manual dexterity disabilities.
- Voters will be able to bring their own assistive devices to use on our equipment, i.e., an assistive sip and puff device, to any Vote Center or vote from home with their own equipment using the ROVS online to mark their ballot.
- Two Public Consultation Meetings will be held September 15th. The first meeting will be held from 10:00 a.m. to 11:30 a.m. and focus on voter accessibility. The second meeting will be held from 1:00 p.m. to 2:30 p.m. and will focus on language accessibility. Both meetings will be held here at the Voter Registration and Elections Office.
- Members suggested that Consultation Meetings be held at 6:00 p.m. in order to get more public participation.
- It was acknowledged that the County Voter Registration and Elections website was improving with the addition of several resources links.
- Elk Grove E-Transit is terminating weekend service in October.
- Members requested a calendar of VCA implementation items and progress of those items.
- The SOS Working Group is focusing on how the “get out the vote” effort will work with the Voter’s Choice Act.
- Presentation of the Voter’s Choice Act.
 - Sacramento, Napa, Nevada and San Mateo counties have adopted the VCA so far.
 - To address the 14 considerations for Vote Center locations in SB450, data from the American Community Survey (ACS) that is based on census tracts and data from our Election Management System was used to create the maps that identify areas of greatest need for Vote Centers.
 - New 2016 ACS data is coming out this Thursday, 9/14/17
- Comments about VC considerations for locations included: Mega churches have large parking spaces and usually more available space; consistent and recognizable community location like libraries, government office, community centers would be ideal VC’s; would not recommend police stations because of the intimidation factor for some communities; plenty of chairs need to be provided for voters

Action Items:

- Will data maps be updated with 2016 ACS information?
- Can we map populations of seniors over 65?
- Can we calculate how many people will show up at Vote Centers by looking at past polling place statistics for votes cast at polling places? How many ballots dropped off per location?
- Previous meeting question- Are there grants available to help with outreach costs?
- Calendar on VCA Implementation (check with Nevada County)

The next VAAC meeting will be held on September 26th at 6:00 p.m. to 7:00 p.m. here at the VRE Office.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

September 26, 2017 Meeting

Agenda

Location: Sacramento County Voter Registration & Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

Date / Time: Tuesday, September 26, 2017 – 6:00 p.m.

1. Call to order and Introductions
 2. VAAC Co-Chair
 3. September 12 Meeting Recap
 4. Voter Center & Ballot Drop-off locations: physical access requirements and Sacramento County's procedures for reviewing locations
 5. Future Agenda Topics & Other matters for consideration
- Adjourn

Summary

Handouts Provided:

Meeting Agenda; 9/26/17 Meeting Summary, Polling Place Survey Presentation & Review Forms, De Minimus Departures per DAC/VAAC Suggestions, Inaccessible Polling Places- November 8, 2016, Public Hearing on Request for Approval of Voting Technology

Call to Order:

Committee Chair, Courtney Bailey, called the Sacramento County Voting Accessibility Advisory Committee meeting to order. Audience introductions were made.

Committee Members in attendance included: Carol Moss, Marianne Knoy, Donald Tuttle, Richard Stanley, Nick Bloise, and Terry Schanz.

Committee Members Not Present: Indi Kallirai, Irene Capps, Charlene Jones, Russell Rawlings, Margaret Johnson

VAAC Co-Chair Position:

Courtney requested that anyone interested in being the VAAC Co-Chair to please let her know.

Review of Previous Meeting's Recap and Action Items Results:

- No changes or additions to the previous meeting summary were requested.
- 2016 American Community Survey data at census level will come out in December. VRE will determine at that time if we will update the information.

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

- Map of voters over 65 presented. Data came from the county voter database. The median age of voters is 48 years.
- It is difficult to anticipate the traffic flow of VC's because voters can go anywhere in the county. With current precinct data, voters were assigned a specific polling place to cast their ballot. A map was displayed representing the number of voters who cast ballots at the polls in November 2016 by the nearest site that has said yes to a 4-Day Vote Center. Another map of Vote by Mail Ballot drop-offs at Polls was also displayed.
- Currently there are grants available through Voter's Choice California for Community Organizers and Leaders to support the effective implementation of the Voter's Choice Act. Grant amounts are \$1k to \$10K and you can apply at <https://voterschoice.org/apply-for-a-grant/>. There is also a bill for state funding (SB 113 has been signed by the governor and disbursement of the funds is in the works). A letter from advocates to the Sacramento County Board of Supervisors was sent encouraging a budget increase for elections outreach and media.
- The calendar for Voter's Choice Act Implementation is still in the works.

Agenda Items and Discussion Comments:

- DAC and VAAC members were invited equipment demonstrations held right before our VAAC meeting. Democracy Live and Five Cedars demonstrated their Remote Accessible Vote by Mail ballot marking systems (RAVBM) and ES&S and Dominion demonstrated their ballot marking equipment for accessible voting at a Vote Center. Any comments on the equipment demos should be emailed to Courtney.
- Can RAVBM be used by anyone? The RAVBM is intended for voters with disabilities and overseas and military voters to use. You are not required to prove that you have a disability in order to mark your ballot with RAVBM. With our current RAVBM for military voters, voter files are uploaded daily and able to use get their ballot to mark. "At-home ballot marking" was a term suggested for use to describe this process.
- The Secretary of State's website contains the staff reports on the voting equipment testing and certification.
- VRE website verbiage approved for Accessible Voting webpage. Courtney will send out for review and comment by VAAC members.
- Mindy Romero with California Civic Engagement Project will present a tool to help in identifying areas that need Vote Centers at the October 10th VAAC meeting.
- Courtney reviewed the physical access requirements, procedures, mitigation techniques, and forms used for Vote Center and Ballot drop-off location review. Also discussed were:
 - "de minimus departures", or allowances just outside the state standards that the County DAC helped to establish in 2014 to help determine the severity of the barriers at a location.
 - Ratings for accessibility, lighting, availability, interest and location (visibility)
 - Public Transportation concerns were brought up over some not running and inaccessible paths of travel. Courtney to work with Regional Transit and Paratransit more closely on status of public transportation stops and services.
 - Courtney: Off-street parking required to have one van accessible parking space. If the entire parking lot has excessive slopes (a particular location in Folsom), is it misleading

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

to put a Van Accessible sign here knowing that it is not van accessible and a wheelchair lift could not land there?

Action Items:

- When will the next consultation meetings be scheduled?
- Request for more information on polling place turnout, including seniors and AutoMARK usage
- Social Security data (from Richard Stanley) analysis on people who receive benefits by zip code needs to be completed. Also, inquire about data from DMV on temporary and permanent placard holders.

The next VAAC meeting will be held on October 10th at 6:00 p.m. to 7:00 p.m. here at the VRE Office.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

October 10, 2017 Meeting

Agenda

Location: Sacramento County Voter Registration & Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

Date / Time: Tuesday, October 10, 2017 – 6:00 p.m.

1. Call to order and Introductions
2. VAAC Co-Chair
3. September 26 Meeting Recap
4. Vote Center & Ballot Drop-off Location Siting Tool
Special Guest Speaker: Dr. Mindy Romero, California Civic Engagement Project
5. Sacramento County Vote Center & Ballot Drop-off Location Updates
6. Future Agenda Topics & Other matters for consideration
7. Adjourn

Summary

Handouts Provided:

Meeting Agenda; 9/26/17 Meeting Summary

Call to Order:

Committee Chair, Courtney Bailey, called the Sacramento County Voting Accessibility Advisory Committee meeting to order. Audience introductions were made.

Committee Members in Attendance: Margaret Johnson, Irene Capps, Russell Rawlings, Charlene Jones, Donald Tuttle, Nick Bloise, Theresa Riviera

Committee Members Not Present: Carol Moss, Indi Kallirai, Richard Stanley, Terry Schanz, Marianne Knoy

VAAC Co-Chair Appointment:

Margaret Johnson accepted the position of Co-Chair

Review of Previous Meeting's Recap and Action Items Results:

- No changes were requested to the 9/29/17 meeting notes.
- The date for the next consultation meeting is scheduled for October 16th from 4 p.m. to 6 p.m. and will be held at the County Admin Building at 700 H Street, Meeting Room 2.
- Still to come- a map of Social Security data to help identify areas of high disability benefit recipients. Richard Stanley will provide the information and the Elections Office will create the map.

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

Agenda Items and Discussion Comments:

- Vote Center & Ballot Drop-off Location Siting Tool Presentation by Guest Speaker, Mindy Romero from the California Civic Engagement Project:
 - CCEC is developing an interactive siting tool that will assist Elections Officials with varying budgets to identify areas where the need is the greatest for Vote Centers and Ballot Drop-off Boxes in their counties.
 - SB450 requires counties to take into account 14 criteria when selecting sites. Mindy reviewed each of the criteria and the various data sources. The map will identify sites down to a several block area. This tool will be publically available to view.
- Mobile Vote Centers are an option for additional Vote Centers above the required number. Suggestions were made to have these available at food truck events, farmer's markets, and other local events, low population large geographical areas. Also, mobile sites could be added just for Election Day. The elections office does not foresee implementing mobile vote centers for the June 2018 election at this time.
- Concerns voiced about street parking not giving enough room for van accessibility. No on-site parking will receive a score of "0" for a parking rating.
- Pedestrian walk audits suggested.
- The accessible voting web page has been updated. Courtney will send out the link to the site and asks that committee members please review and email her with any corrections or revisions by end of week so translations can be completed.
- The Elections office will be holding a Poll Worker Appreciation Event the week of 11/13/17. Session will be scheduled throughout the week and participants will receive service recognition and an introduction to the Voter's Choice Act. They will also learn about the new staffing opportunities available to them.
- Feedback needed on how to present maps without facility names to show sites that have said they are available or are a "maybe" status.

Action Items:

- Next meeting agenda items to include Vote Center Locations/Drop Boxes, street parking vs. parking garages, accessibility ratings, public transportation partners, and outreach materials
- Email committee with link to story map.

The next VAAC meeting will be held here on November 7th at 6:00 p.m.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX A - VOTER ACCESSIBILITY ADVISORY COMMITTEE (VAAC)

November 7, 2017 Meeting

Agenda

Location: Sacramento County Voter Registration & Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

1. Call to order and Introductions
Courtney Bailey and Margaret Johnson, Co-Chairs
2. October 10 Meeting Recap
3. Voting Equipment Selection Update
4. Website Update
5. Vote Center & Ballot Drop-off Locations Update: Physical Access Review
6. Voter's Choice Act Outreach Materials Review & Ideas
7. Future Agenda Topics & Other matters for consideration
8. Adjourn

Summary

APPENDIX B – Language Accessibility Advisory Committee (LAAC)



Sacramento County Voter Registration & Elections Language Accessibility Advisory Committee

CHAIR

HANG NGUYEN

CO-CHAIR

SECRETARY

BROOKE CROTZER

MEMBERS

EDGAR CALDERON
HANA JOY
INDERJIT KALLIRAI
PALVINDER KAUR
HYOWAN KIM
ELENA MORROW
EDSON PEREZ
THERESA RIVIERA
KOY SAETEURN
TERRY SCHANZ

GOALS

- Assist and advise county elections officials on existing programs to reach voters with limited-English proficiency, including:
 - Recruitment and staffing of bilingual Election Officers
 - Provide feedback on election and voter education materials
 - Enhance website usability
- Provide expertise on language accessibility issues
- Promote language accessibility initiatives
- Respond to the County's questions regarding language accessibility issues

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX B – Language Accessibility Advisory Committee (LAAC)

SACRAMENTO COUNTY
VOTER REGISTRATION AND ELECTIONS
LANGUAGE ACCESSIBILITY ADVISORY COMMITTEE
AGENDA

Location: Voter Registration and Elections Office
7000 65th Street, Community Room

Date / Time: Wednesday, August 2, 2017 - 5:00 p.m.

1. Call to order and Roll Call
2. Welcome and Meeting protocols
3. Membership Applications and Appointments of Members
4. Public Input on Development of the Draft Election Administration Plan
5. Public Input on Access to the Elections Process for Voters with limited-English Proficiency
6. Other matters for consideration

Adjourn

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APPENDIX B – Language Accessibility Advisory Committee (LAAC)

Language Accessibility Advisory Committee

Meeting Summary 08/02/2017

Introduction/Notes:

- Hang opened and welcome everyone to the first meeting of the LAAC
 - She provided a brief overview of the Voters Choice Act and how that will change the June 2018 Election
- The LAAC homework will be on helping us with the Election Administration Plan and what should be included in this plan
- The LAAC will be instrumental in helping the County provide and or recommend vote center locations
- Alice set the basic meeting guidelines, noting that the LAAC is an open and inclusive committee
- We received two applications from people to be on the LAAC committee
 - Applications are available in paper and online
 - Applications are accepted on a continual basis
 - We would like to have a minimum of 7 people on this committee
- The Election Administration Plan will be how we will implement the Voters Choice Act

Questions/Comments:

- The members asked several questions about the Election Administration Plan
 - How vote centers will be located
 - How best to share the vote center site information to the public
 - How to get the message out to though the media
- Many of the answers to these questions are in the Election Administration Plan document
- Staff continues to develop the process for implementation
- The vote center surveying is an ongoing process and member input will help identify additional locations to survey
- Member comments provided additional media outlets for use in reaching our minority language communities

Next Meeting Suggestions:

- Meeting Location: Voter Registration and Elections office
- Meeting Time: 5:30 PM
- Length of Meeting: 1 hour to 1 ½ hours
- How often we meet: Once a month
- We plan on having additional meetings, another scheduled meeting is in two weeks

Future Topics:

- Vote Center sites or potential sites

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX B – Language Accessibility Advisory Committee (LAAC)

SACRAMENTO COUNTY
VOTER REGISTRATION AND ELECTIONS
LANGUAGE ACCESSIBILITY ADVISORY COMMITTEE
AGENDA

Location: Voter Registration and Elections Office
7000 65th Street, Community Room

Date / Time: Wednesday, August 17, 2017 - 5:00 p.m.

1. Call to order and Roll Call
2. Welcome and Meeting Recap
3. Membership Applications and Appointments of Members
4. Public Input on Development of the Draft Election Administration Plan
5. LAAC Input on Vote Center and Ballot Drop Off Locations
6. Other matters for consideration

Adjourn

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APPENDIX B – Language Accessibility Advisory Committee (LAAC)

Language Accessibility Advisory Committee

Meeting Summary 08/17/2017

Introduction:

- Hang opened and welcomed everyone to the second LAAC meeting
- Brief overview of the Voters Choice Act and how the LAAC is part of this
- It was highly encouraged for everyone to be on the email subscription list
- LAAC applications are still being accepted and members will be appointed soon
 - Applications are available in paper and online
 - Applications are accepted on a continual basis

Notes/Questions and Comments:

- Members provided great ideas on other areas to target with our outreach
 - Neighborhood Associations (Newsletters)
 - Non-Profits
 - Community Centers (Different language communities)
 - Churches (Different language communities)
 - Places that assist the public (Example: DHA)
- Staff is still in the process of getting all flyers translated
- Members made it clear that Sacramento County should have its own social media accounts
 - Posts would not get lost and easier to access the community with important information
- Discussed by members that the best way to display information on drop boxes and vote centers would be by zip codes

Next Meeting Suggestions:

- Look over discussion document and provide us with feedback
- Look over website and provide us with feedback

APPENDIX B – Language Accessibility Advisory Committee (LAAC)



Sacramento County Voter Registration & Elections

Language Accessibility Advisory Committee

CHAIR

HANG NGUYEN

CO-CHAIR

SECRETARY

BROOKE CROTZER

MEMBERS

EDGAR CALDERON
HANA JOY
INDERJIT KALLIRAI
PALVINDER KAUR
HYOWAN KIM
ELENA MORROW
EDSON PEREZ
THERESA RIVIERA
KOY SAETEURN
TERRY SCHANZ

Location: Voter Registration and Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

Date/Time: Wednesday, October 25th, 2017 - 6:00 p.m.

1. Call to order and Roll Call
2. Appointments of Members
3. Goals of this Committee
4. August 17th Meeting Recap
5. Voter's Choice Act Presentation
6. Future Agenda Topics
7. Other matters for consideration
8. Adjourn

Please join us after the meeting for a tour of the Elections Office

APPENDIX B – Language Accessibility Advisory Committee (LAAC)

**Language Accessibility Advisory Committee
Meeting Summary 10/25/2017**

Introduction:

- Hang welcomed everyone and called the third LAAC meeting to order
- Announcement of Hang's maternity leave beginning Nov 9th, and the introduction of Mike and Whitney who will be chairing the LAAC during her absence
- LAAC emails (LAACinfo@saccounty.net) will be monitored by Mike and Whitney
- Introduction of attendees and swearing in of present committee members
- Goals read by Mike
- Recap of August 17th meeting
- LAAC Vote Center PowerPoint Presentation

Questions/Comments:

- Members raised several questions and good ideas to consider:
 - Will drop boxes be near vote centers?
 - Drop Boxes are not included in the Vote Center count requirements – they are counted separately, 52 and 78 respectively
 - What is the ethnic breakdown of the 36% that are Polling Place voters?
 - How do we reach and engage the Elderly?
 - Do we have audio translators?
 - Suggestion of reaching out to CA Endowment for audio equipment
- SOS is currently working on translating all materials into 9 languages that can be customized and localized
 - Committee to review translated materials and encouraged to provide any additional translations
- Follow-up needed:
 - Social media ideas
 - Members were invited to submit hashtag ideas to the LAAC email
 - Members to review and share the EAP Discussion document, and were encouraged to provide feedback
 - Members to review LAAC page and offer feedback on resources
 - Vote Center location ideas
 - Community Resources – ESL, Casa Español, Adult Ed, KP International, APAPA, Galt, Gurdwara – Elk Grove and Gerber area, citizenship classes
 - Searching for ethnic media outlets to educate and promote the VCA

Future Agenda Topics:

- Language Workshops
 - Ideas on location, content (consistent message), frequency and timeframe

APPENDIX B – Language Accessibility Advisory Committee (LAAC)



Sacramento County Voter Registration & Elections

Language Accessibility Advisory Committee

CHAIR

HANG NGUYEN

ACTING CO-CHAIRS

WHITNEY TOMOSOVICH
MIKE VANDERPOOL

SECRETARY

BROOKE CROTZER

MEMBERS

EDGAR CALDERON
HANA JOY
INDERJIT KALLIRAI
PALVINDER KAUR
HYOWAN KIM
ELENA MORROW
EDSON PEREZ
THERESA RIVIERA
KOY SAETEURN
TERRY SCHANZ

Location: Voter Registration and Elections Office
7000 65th Street, Community Room
Sacramento, CA 95823

Date/Time: Wednesday, November 29th, 2017 - 6:00 p.m.

1. Call to Order and Roll Call
2. October 25th Meeting Recap and Assignment Follow-up
3. Draft EAP Comments
4. Partner Training – VRE Outreach Presentation
5. Language Workshops
6. Other Matters for Consideration
7. Adjourn

APPENDIX C - ADVOCATE TEAM

MEMBERS

Sacramento County Voter Registration and Elections Staff
Secretary of State Staff (Jana Lean, James Schwab)
California State Legislature (Darren Chesin, Ethan Jones)
California Voter Foundation (Kim Alexander)
California Civic Engagement Project (Mindy Romero)
ACLU (Raul Macias)
Common Cause (Nicolas Heidorn)
DRC (Fred Nisen, Paul Spencer)
League of Women Voters / LULAC (Theresa Riviera)
NAACP (Tracie Stafford)

MEETING AGENDAS AND SUMMARIES

August 4, 2017 meeting

Agenda (no agenda prepared for this meeting)

Summary

On the call:

Jill LaVine	Alice Jarboe
Heather Ditty	Courtney Bailey
Hang Nguyen	William Kwong
Mindy Cuppy	Danielle Perez
Andrew Kehoe	Lisa Gasperoni
Darren Chesin	Ethan Jones
James Schwab	Jana Lean
Kim Alexander	Raul Macias
Fred Nisen	Paul Spencer
Mindy Romero	

VRE staff updated the Team on the following:

LAAC and VAAC activities, outreach activities, and website materials

Vote Center (VC) and Drop Off Site (DOS) activities including staffing models and resurveying polling places for suitability and agreement to be VC/DOS

Provided an overview of the surveying process that includes meeting ADA accessibility standards

APPENDIX C - ADVOCATE TEAM

Partners for VC/DOS to date - CSUS, Cosumnes Community College, Sacramento Public Libraries, City Halls, ACC, Meals on Wheels, Mutual Housing of California, Clear Channel, SPCA, other county buildings

Voter Education and Community Meetings have included CAPITAL, APAPA, Elk Grove Chamber of Commerce

Media in the works - videos for information sharing and education, informational brochures and info-graphic flyers

Redesign of the Election's mobile app for voter information and polling place lookup to reflect the VCA model

Questions from the team:

Did the schools have a concern with weekend hours related to DOS? The concern was more with non-students on campus, could be security problem.

For the DOS, just looking at inside or freestanding outside? VRE office has a 24 hour outside box, planning right now for interior boxes while awaiting the regulations; will release an RFP after the regulations are released. Exterior box would take between 4 and 6 months to install, including at county buildings.

What other ethnic communities are being contacted? We have contacts with NAACP and on-going contact with Univision.

Was LULAC contacted? Yes, LULAC representative was invited to be part of this team. How best to comment on the EAP document? Email or written comments to VRE office; in any format (whole document with comments, stand-alone comments).

What is the payment amount for use of the facility? Prefer to stay at not more than \$100 per day, but could go up to \$200 per day.

Several team members suggested improvements to the website: remove password protection, add voters with disability page under resources, spell out EAP.

Budget for media and outreach was discussed briefly. Final budget hearings begin September 6.

The Registrar asked those on the call to volunteer in the following areas: video ideas, train the trainer partners, presentation ideas, and review of the FAQs being prepared by staff. No offers of volunteer support were immediately forthcoming and the request will be held over to the next meeting agenda.

Meeting schedule was decided as once a month. The next conference call / meeting is scheduled for September 8th at 10 a.m. (moved from September 1st in consideration of the Labor Day holiday).

Items set for discussion outside this group:

Are the locations of the VC/DOS required to be included in the EAP? When can the EAP be amended? Concern is for public to have input on where VC/DOS are located. Darren and Ethan were requested to provide feedback. Jana is to schedule the meeting the week of August 7th.

Vote Center balloting was requested to be added to the next meeting agenda.

APPENDIX C - ADVOCATE TEAM

September 8, 2017 meeting

Agenda

1. EAP Consultation Meetings 9/15 (noticed on 8/31)
2. Balloting at Vote Centers (CCROV 17066)
3. Voter Education Opportunities
4. Vote Center Survey Update
5. 'Homework' and items no one volunteered for
6. Any additional items you would like to discuss

Summary

On the call:

Jill LaVine	Alice Jarboe
Heather Ditty	Courtney Bailey
Hang Nguyen	Karen Startup
Mindy Cuppy	Darren Chesin
James Schwab	Tracy Stafford
Kim Alexander	Raul Macias
Fred Nisen	Paul Spencer

VRE staff and section updates

Outreach:

Flyers are in translation and a new County newsletter will have an article on the VCA. There are 15 Voter Education events during September and October; staff would like additional events to add to the calendar.

SOS has designated the last two weeks in September as High School Voter Education weeks, and VRE will be at 8 high schools during this time addressing voter education and pre-registration.

FAQs are in final review for posting to the website next week.

Campaign Services:

Prepping materials for the June 2018 filing period, opening in February. Have been meeting with the City Clerks to share VCA information.

VBM and VST (IT):

Updating the VRE website for VCA materials and EAP comment forms, including fillable form, and adding individual pages for the LAAC and VAAC (a suggestion from this group).

In the process of developing videos for education and outreach on the VCA.

Reviewing the layout of the County's VIG to be consistent with the recent Election Code changes.

APPENDIX C - ADVOCATE TEAM

Working the LAAC team to identify best meeting dates and times.
Reviewed some of the events attended to promote VCA (Celebrasian event).

Precincts:

Reviewed the status of resurveying all existing polling places for use as VC or DOS (drop off site), with 124 will participate as either a VC or DOS, 72 are no, and 18 still need surveying.

There remains a great deal of follow-up on site surveying and over the next two months staff will review availability and accessibility of the sites, then rate the sites based access, location, parking, lighting, and visibility to provide a list of 'best to least desirable' sites that can be used when considering the specific VC and DOS for an election. The surveying will continue through this year and next year. Members were asked to provide sites for VRE to add to the survey list, especially in the Folsom area. Members asked if all communities were being included in the survey process, including campuses. VRE staff noted that all the County's recognized communities and colleges are being included in the survey process. Herald was presented as an example, that while it has few proximity requirements, it is a unique community for VCA purposes. Reviewed Voter Education opportunities, partnering with City of Sacramento, Greater Sacramento Urban League, and Sacramento Public Libraries. Would like suggestions for additional contacts/partners as well as help with ideas on the best way to reach out to all the communities (videos, PowerPoint, flyers/brochures).

VAAC meeting schedule has been established and the PowerPoint will be presented for their review and feedback. The agenda will also include the basics of the VCA and that a VC will look like.

Poll Worker staffing will be tied to the type of job, with hourly pay for multi-day workers (inspector pay and clerk pay), perhaps a stipend for single day workers, and ballot 'runners' receiving a based wage. Need to work out details with County payroll. Other state's experience showed this provided for better retention of poll workers.

Members asked if the training for VC poll workers had been created yet. Staff noted this is in development and will include interacting with voters with disabilities. The County's DAC has participated in the training, providing excellent feedback. The training will be more extensive, and cover more procedures in support of VC activities. Members noted they would be available to attend and assist with accessibility training. Planning a Poll Worker appreciation 'open house' for the estimated 15,000 poll workers currently on file, thanking them for their past service, explaining the VCA and inviting them to continue serving in a VC.

1. EAP consultation meetings

The Consultation meetings are scheduled for September 15 at 10 and 1:30. The first meeting will be for representatives of voters with disabilities and the second meeting for representatives of voters with language needs.

Members questioned the time of the consultation meetings, noting their concern that attendance will be low or overwhelmed should another community attend the meeting. VRE noted that comments can be submitted on-line as well as presented in person at either of these meetings.

APPENDIX C - ADVOCATE TEAM

There was general discussion on the date for the EAP meeting. The date for the EAP public meeting has not been set yet. The development of the Draft EAP will result from the Consultation meetings. Once the Draft is developed, a public Draft EAP meeting can be scheduled. Prior to holding the meeting, the Draft EAP document will need to be translated (about two weeks), then it will be posted to the website at least 2 weeks before the meeting to receive public input on the Draft EAP, and the input period continues for 2 weeks after the meeting.

2. Balloting at Vote Centers

The SOS released CCROV 17066 clarifying that the intent of the bill is to allow a voter to vote a ballot at any VC and place that ballot in a VC ballot box without the use of an envelope. Voters will be able to drop off their VBM ballot, get a replacement VBM ballot, or get a non-envelope ballot and place that in a separate ballot box designated for that purpose at the VC. These non-envelope ballots cannot be taken with the voter, nor can they be returned at any other voting site or Drop Off Box.

3. Voter Education Opportunities

VRE staff have been making presentations throughout the county, including at City Council meetings, Rotary Clubs, and to elected officials. Many of the Cities have asked for presentations in 2018, as they won't be on the ballot until November 2018. VRE staff will present at Mr. Heidorn's 9/19 event.

4. Vote Center Survey Update

(Reviewed above)

5. Homework

VRE staff noted that the department's FAQs will be sent out to this group next week and will be posted to the website. This team's feedback on these, from a general public perspective would be appreciated. Are these understandable and easy to follow? Are there any questions or topics that are missing? Staff also noted the Resources page will be on the VAAC agenda for review.

Members noted information on accessible voting options and language access would be good. It was also mentioned that separate pages should be created to provide information for voters with disabilities and for voters needing language assistance. It was also suggested that VBM information be expanded, including signature verification and security information.

VRE staff shared the work in progress on reviews of other website, video ideas and VAAC/LAAC agenda items.

6. Additional Items for Discussion

Members asked if the voting system RFP was already out. Staff noted that it was out in mid-July and responses have been received and are being rated. The RFP was presented in Lots to allow vendors option in responding to the RFP.

APPENDIX C - ADVOCATE TEAM

The scores will be based on their written response and their demonstration. The Board of Supervisors will be presented with staff recommendations in October. Members asked if they would participate in the demonstrations and ask questions. Staff noted this would not be an option, but Subject Matter Experts from system security and voter accessibility will be assisting rating the demonstrations

Staff reminded the team that this group has a lot of work to do in a very short time and was requested to keep the team membership to those who support the County's diverse communities.

Members asked staff to resend the previous emails and meeting summary. It was also requested that the emails be standardized.

One VRE staff member has been designated the 'sender' - look for emails from Cindy Jensen, with the subject line Sacramento County Advocate Team.

APPENDIX C - ADVOCATE TEAM

October 6, 2017 meeting

Agenda

1. Section Updates
2. Items from Previous Meeting, September 8, 2017
3. EAP Consultation Meeting Updates
4. Frequently Asked Questions (FAQ's) Review and Discussion
5. Voter Education and Outreach Partner and Partner Training
6. Any additional items you would like to discuss

Summary

On the call:

Jill LaVine	Alice Jarboe
Heather Ditty	Courtney Bailey
Karen Startup	Jose Farreras,
Laura Anderson	Kim Alexander
Darren Chesin	Mindy Cuppy
Raul Macias	Nicolas Heidorn
Tracy Stafford	James Schwab
Paul Spencer	

1. VRE staff and section updates

Outreach:

Staff attended 15 speaking engagements in September and participated in the High School Voter Education week. More than a dozen events are currently scheduled in October. Events for November and December are being scheduled.

Campaign Services:

Staff is updating the calendar of events for candidate filing. A glossary of terms is being created to assist candidates with the transition to VCs. Staff would like input from members on content for the glossary.

Precincts:

Met with Greater Sacramento Urban League who provided additional community contacts for the North Sacramento and Oak Park areas. The VRE website now has additional information on the Get Involved link. Additional pages on accessible voting after the RFP process for a new voting system is complete. Dr. Romero presented her siting tool at the recent VAAC meeting. VAAC members have started visiting Senior facilities throughout the county. An Election Officer Appreciation Week will be held November 13 - 17, to thank all the people who worked at a polling place. This is also an opportunity to offer information on working at a VC.

APPENDIX C - ADVOCATE TEAM

Staff will meet with library staff to review their voter education program on October 24. Continuing to review process changes needed for election administration activities related to polling places.

A site survey status was provided, noting some surveys are outstanding and site rating is pending.

Following the sharing of tentative sites with the VCA-global email list with team members, staff received calls from 14 tentative sites who said they received complaints. One of these sites has now declined to participate in VC activities. This sharing has produced a negative effect on the department's ability to conduct VC elections.

VBM and VST (IT)

LAAC webpage in process. VST and Outreach sections are working on video ideas for VCA education. Staff is reviewing the VIG content and cover, goal is to provide best format for VC information. The VCA website is updated often, be sure to check this for new content.

2. Items from Previous Meeting, September 8, 2017

An update on the voting system RFP was provided. The DTech department conducted a thorough review of each vendor's security.

3. EAP Consultation Meeting Updates

A second consultation meeting for input on the Draft EAP is scheduled for October 16, 2017 from 4 to 6 p.m. at the County Administration Building.

4. Frequently Asked Questions (FAQs) Review and Discussion

At the last meeting, staff asked for comments on the FAQs, but have not yet received any feedback. The current FAQs have been posted to the website and can be updated as new or clarified FAQs are received.

5. Voter Education and Outreach Partner and Partner Training

Staff reviewed the Partner Training for community groups. This will provide a standard message that community groups can use when they are making presentation about the VC program. A draft talking points outline will be sent to members with the next agenda.

Staff asked members to provide any messages they would like to include in the Media and Education campaign.

6. Any additional items you would like to discuss

Team member comments:

Expand the on-line comment form to be for any comments.

Have a kick-off story in the Bee.

Many of the advocacy groups are chapters, may not have uniform communication among the chapters.

How will campaigns be notified of voters who voted.

Team member updates:

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX C - ADVOCATE TEAM

A voting system demonstration by ES&S will be conducted at Waffle Square, downtown, Friday 10/13.

VCC/FOCE webinars the last two weeks were well attended.

Staff requested input on video ideas and partner training ideas.

APPENDIX C - ADVOCATE TEAM

November 3, 2017 meeting

Agenda

1. ROV VCA Update
2. Items from Previous Meeting, October 6, 2017
3. Frequently Asked Questions (FAQ's) Review and Discussion
4. Voter Education and Outreach Partner and Partner Training
5. Advocacy updates

Summary

On the call:

Jill LaVine	Alice Jarboe
Heather Ditty	Karen Startup
Hang Nguyen	Nicole Callaway
Laura Anderson	Laura McCasland
Jana Lean	Kim Alexander
Nicolas Heidorn	Paul Spencer
Sam Seng	

1. ROV VCA Update

Staff is busy. The RFP intent to award letters have been published, include Dominion, Runbeck, Democracy Live and Tenex held desk management. Some cities have asked for presentations - Elk Grove next week, then Rancho Cordova

The EAP draft document is in development.

Outreach events are being coordinated with the public libraries, tentatively scheduled for April.

Vote Center and Drop Box location surveying continues.

Members congratulated staff on RFP selections and asked about the release date for the EAP.

Members also asked about VRE conducting outreach at New Citizen ceremonies.

2. Items from Previous Meeting, October 6, 2017

The online comment form is available for any comments. Other pages now have links to this comment form.

Members asked how candidates will be notified of those who have voted. Staff noted the SOS sponsored SB450 working group has discussed this and is evaluating reporting options.

3. Frequently Asked Questions (FAQ's) Review and Discussion

APPENDIX C - ADVOCATE TEAM

Staff received several comments from members that will expand information shared through the FAQs.

Additional comments can be sent to Cindy Jensen.

4. Voter Education and Outreach Partner and Partner Training

The Team discussed the partner training outline ideas and suggested the following additions:

LAAC and VAAC information

Clarified that CVR will be the term used in State and VRE publications

Explain signature verification

Expand security and chain of custody

What the Drop Box locations look like

Explain the RAVBM process

Members were asked to have any additional ideas to Cindy J. in time to have the program out by the end of November.

5. Advocacy updates

Paul Spencer shared that he is working on content (RAVBM, social media, websites) for the March 8th FOCE conference in Los Angeles, tool kits in plain language, and reviewing the Nevada County Draft EAP. He shared that the recent Greenhaven community event was well attended.

Nicolas Heidorn shared he is working internally with his membership to provide education about the VCA closer to the election, and is reviewing documents on the County's website.

Kim Alexander noted she has been attending the County's LAAC and VAAC meetings and SOS regulation hearings.

Sam Seng said that she is reviewing voter registration programs from across the state with the goal to put some plans together for Sacramento.

Jana Lean said her office is busy with regulations, working groups and task forces.

Other discussion:

Nicolas Heidorn requested information on Spanish translation activities, including what terms are being used for Vote Center and other words from the VCA. It was noted that the state LAAC was working on standardized translations and that group would be a good resource. He also asked about informational videos.

Jana Lean noted the SOS should have these ready after the first of the year.

Kim Alexander suggested a standard hashtag, #saccountyvotes.

Next Meeting - December 1, 2017, 10:00 a.m.

APPENDIX D - EAP PUBLICATIONS

Notice Date: August 31, 2017

PUBLIC NOTICE

Consultation Meeting for the Development of the Draft Plan for the Administration of Elections Conducted Pursuant to the Voter's Choice Act

For Interested Residents, Representatives from the Disability Community and Community Organizations and Individuals that Advocate on Behalf of, or Provide Services to, Individuals with Disabilities

Jill LaVine, the Sacramento County Registrar of Voters, invites interested residents, including representatives and advocates of the County's disability communities, to provide consultation and input on the development of the County's draft Election Administration Plan. All interested parties are encouraged to attend the meeting September 15, 2017.

The purpose of the meeting is to provide a forum for public input on the development of the County's draft Election Administration Plan.

Meeting Date: September 15, 2017

Meeting Time: 10 a.m. to 11:30 a.m.

Location: Sacramento County Voter Registration and Elections Office
7000 65th Street, Suite A
Sacramento, CA 95823

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@saccounty.net, no later than five working days prior to the meeting.

APPENDIX D - EAP PUBLICATIONS

Notice Date: August 31, 2017

PUBLIC NOTICE

**Consultation Meeting for the Development of the Draft Plan for the Administration
of Elections Conducted Pursuant to the Voter's Choice Act**

*For Representatives, Advocates, and Other Stakeholders of the County's Language
Communities*

Jill LaVine, the Sacramento County Registrar of Voters, invites interested representatives of the County's language communities to provide consultation and input on the development of the County's draft Election Administration Plan (EAP). All interested parties are encouraged to attend the meeting September 15, 2017.

The purpose of the meeting is to provide a forum for public input on the development of the County's draft Election Administration Plan.

Meeting Date: September 15, 2017

Meeting Time: 1:30 p.m. to 3:00 p.m.

Location: Sacramento County Voter Registration and Election
7000 65th Street, Community Room
Sacramento, CA 95823

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@saccounty.net, no later than five working days prior to the meeting.

APPENDIX D - EAP PUBLICATIONS

Notice Date: October 6, 2017

PUBLIC NOTICE

Second Consultation Meeting for the Development of the Draft Plan for the Administration of Elections

For Interested Residents, Representatives from the Disability Community and Community Organizations and Individuals that Advocate on Behalf of, or Provide Services to, Individuals with Disabilities

And

For Representatives, Advocates, and Other Stakeholders of the County's Language Communities

Jill LaVine, the Sacramento County Registrar of Voters, invites interested residents, including representatives and advocates of the County's disability communities and the County's language communities, to provide consultation and input on the development of the County's draft Election Administration Plan. All interested parties are encouraged to attend the meeting October 16, 2017.

The purpose of the meeting is to provide a forum for public input on the development of the County's draft Election Administration Plan.

A discussion and consultation document is available on the department's webpage at www.elections.saccounty.net/VoteCenters/Documents/EAP-Discussion-and-Consultation-Document-Web.pdf. Comments can also be provided through the department's website at www.elections.saccounty.net.

Meeting Date: October 16, 2017
Meeting Time: 4 p.m. to 6 p.m.
Location: Sacramento County Administration Building
Hearing Room 2
700 H Street
Sacramento, CA 95814

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@saccounty.net, no later than five working days prior to the meeting.

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX D - EAP PUBLICATIONS

Notice Date: November 27, 2017

NOTICE OF AVAILABILITY OF DRAFT ELECTION ADMINISTRATION PLAN

AND

**NOTICE OF PUBLIC MEETING CONSIDER THE DRAFT ELECTION ADMINISTRATION PLAN
FOR SACRAMENTO COUNTY**

NOTICE IS HEREBY GIVEN by Jill LaVine, the Sacramento County Registrar of Voters, that a public meeting will be held for the purpose of receiving comments on the Draft Election Administration Plan.

NOTICE IS FURTHER GIVEN that the Draft Election Administration Plan (Plan) is posted on the Registrar's website at www.elections.saccounty.net. The Plan is available in English, Spanish, Chinese, Tagalog, Vietnamese, Japanese, Korean, and Hindi in accordance with federal and state law.

Comments on the Plan may be submitted using the on-line comment form on the Registrar's website (www.elections.saccounty.net), by email at voterinfo@saccounty.net, in writing (address below), or in person at the public meeting.

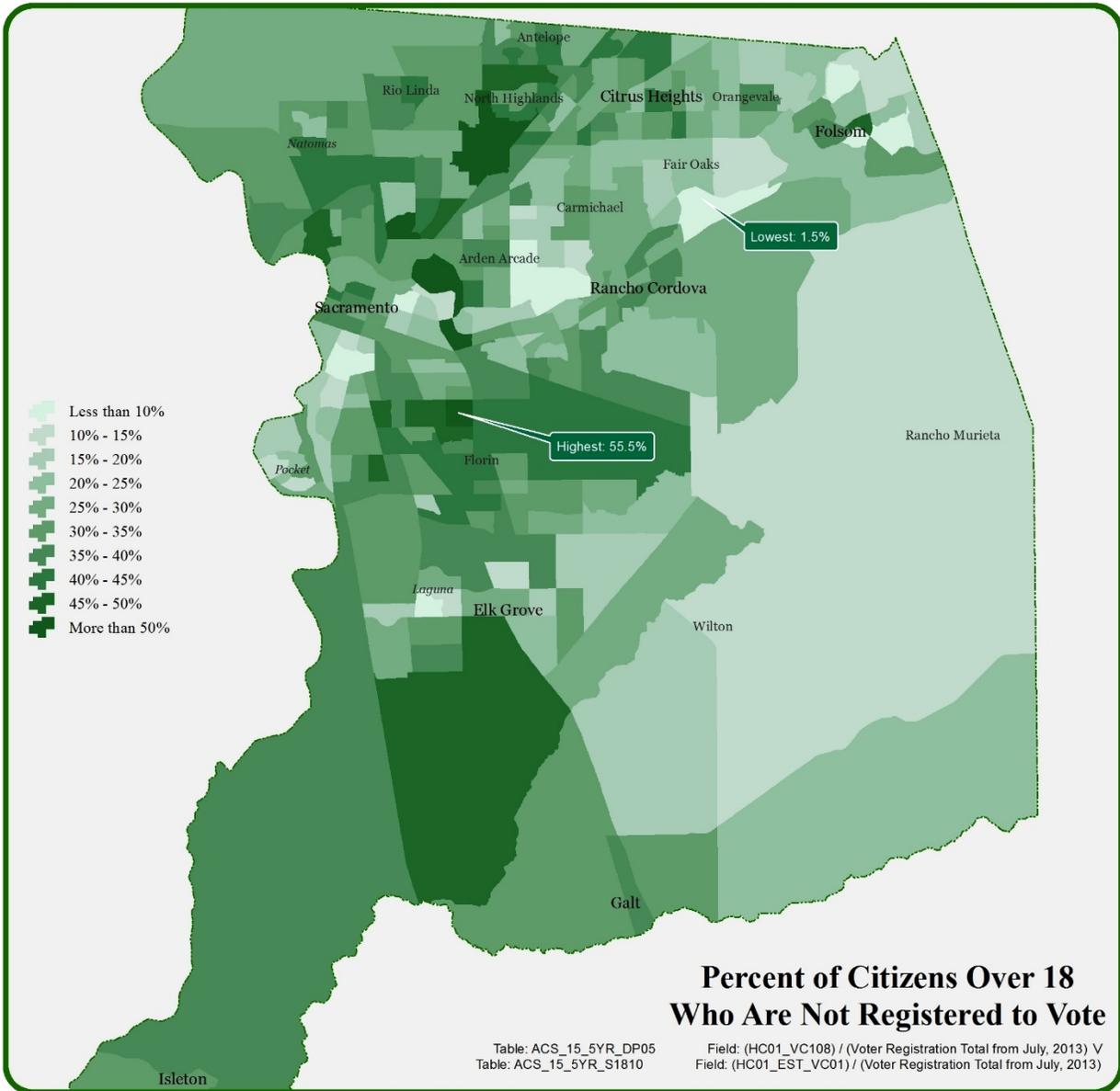
Meeting Date: December 12, 2017
Meeting Time: 5 p.m. to 7 p.m.
Meeting Location: Sacramento County Voter Registration and Elections
7000 65th Street, Training Room
Sacramento, CA 95823

For more information regarding this meeting please call (916) 875-6451 or email voterinfo@saccounty.net.

This is an accessible facility. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to voterinfo@saccounty.net, no later than five working days prior to the meeting.

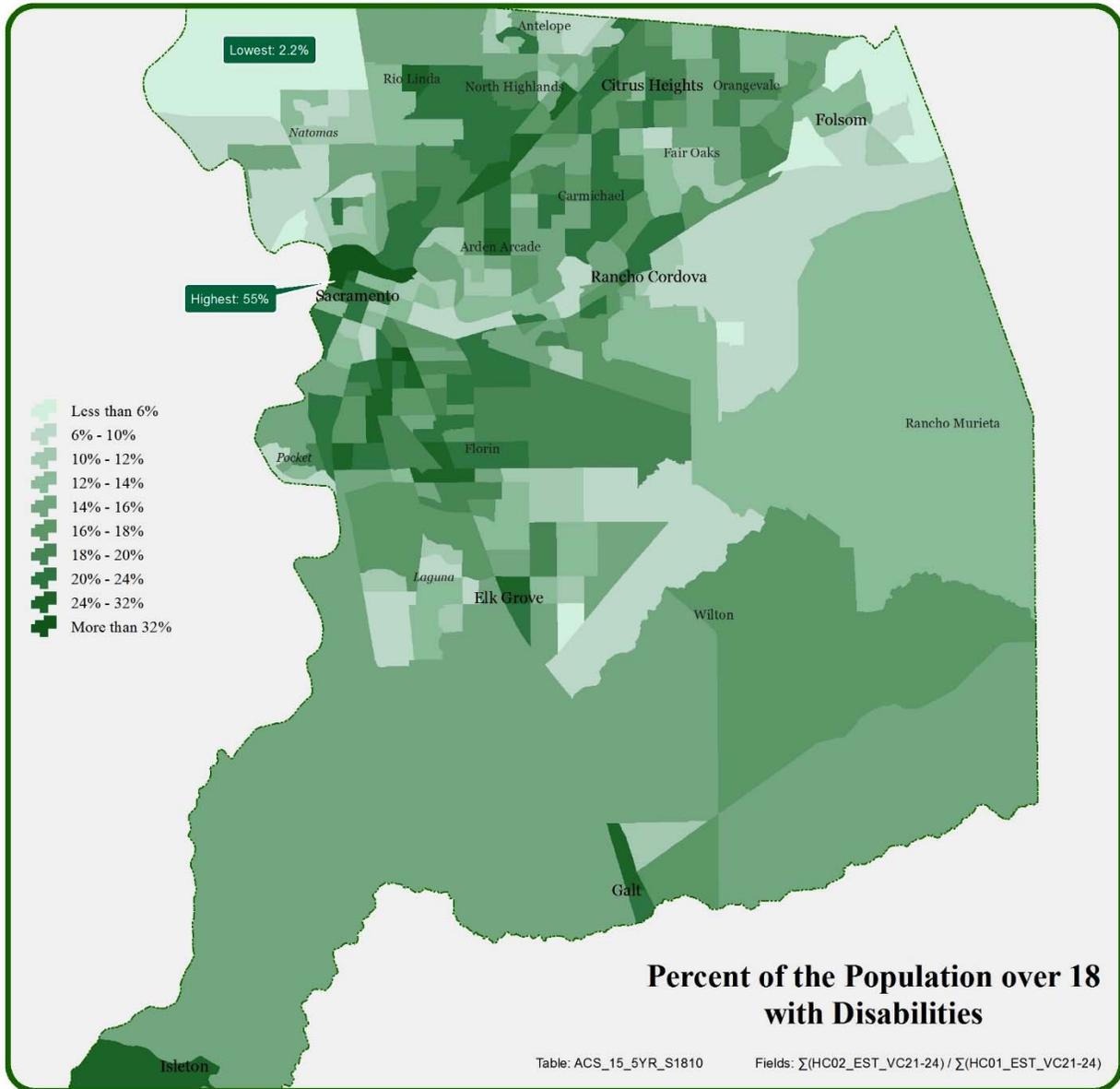
APPENDIX E - DATA MAPS

1) PERCENT OF RESIDENTS 18 AND OLDER WHO ARE NOT REGISTERED TO VOTE



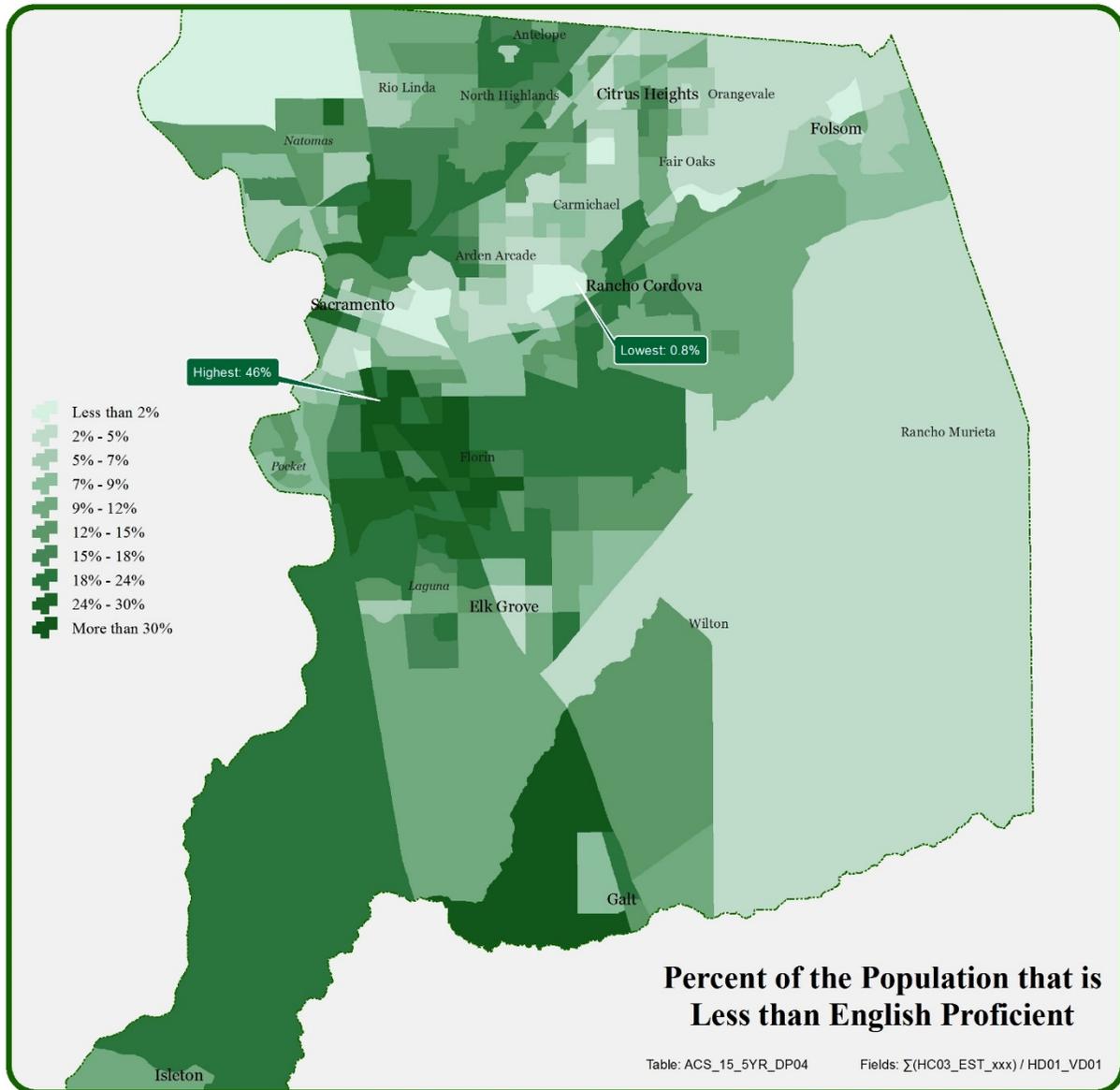
APPENDIX E - DATA MAPS

2) PERCENT OF POPULATION OVER 18 WITH DISABILITIES



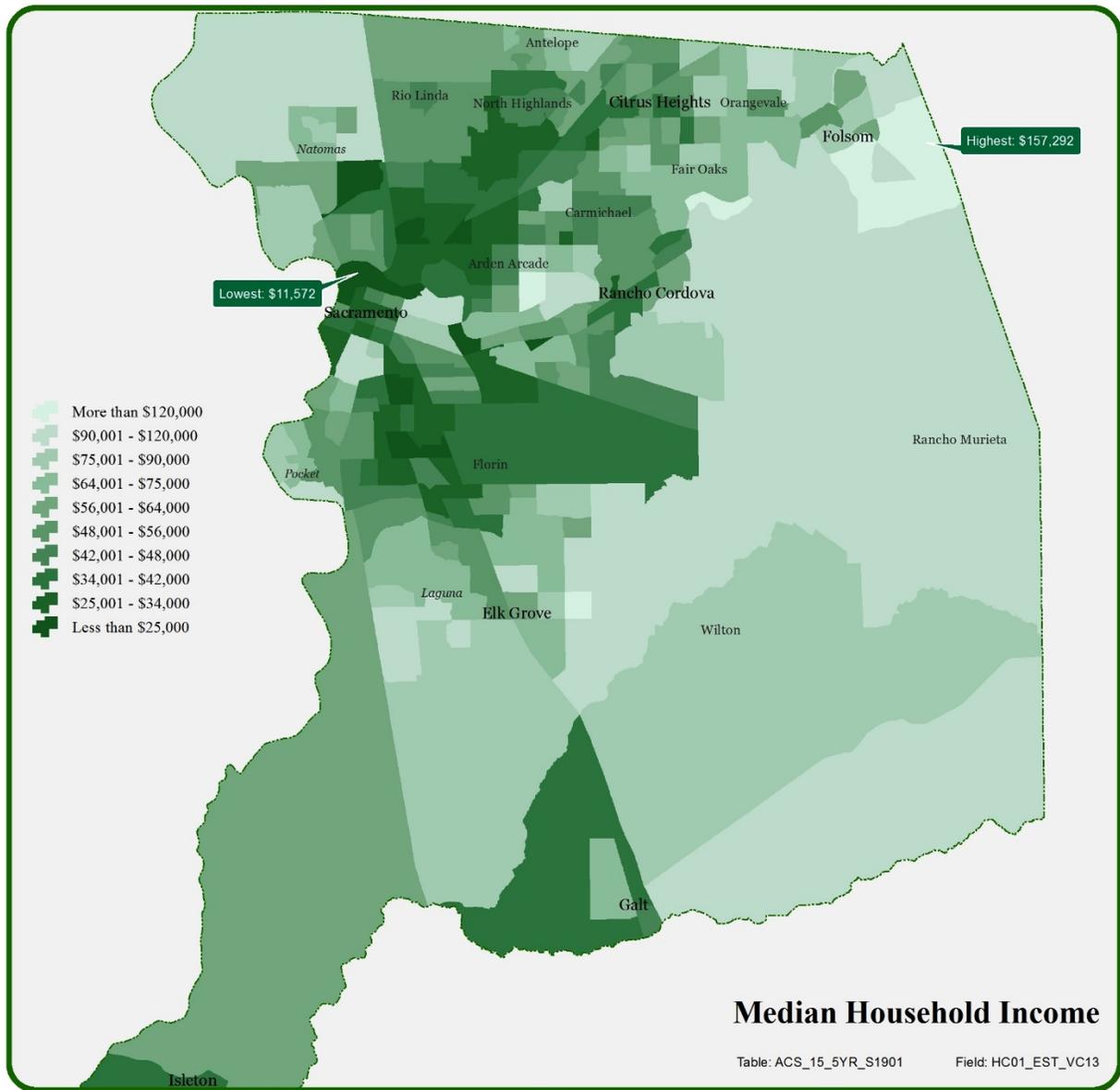
APPENDIX E - DATA MAPS

3) PERCENT OF POPULATION THAT IS LESS THAN ENGLISH PROFICIENT



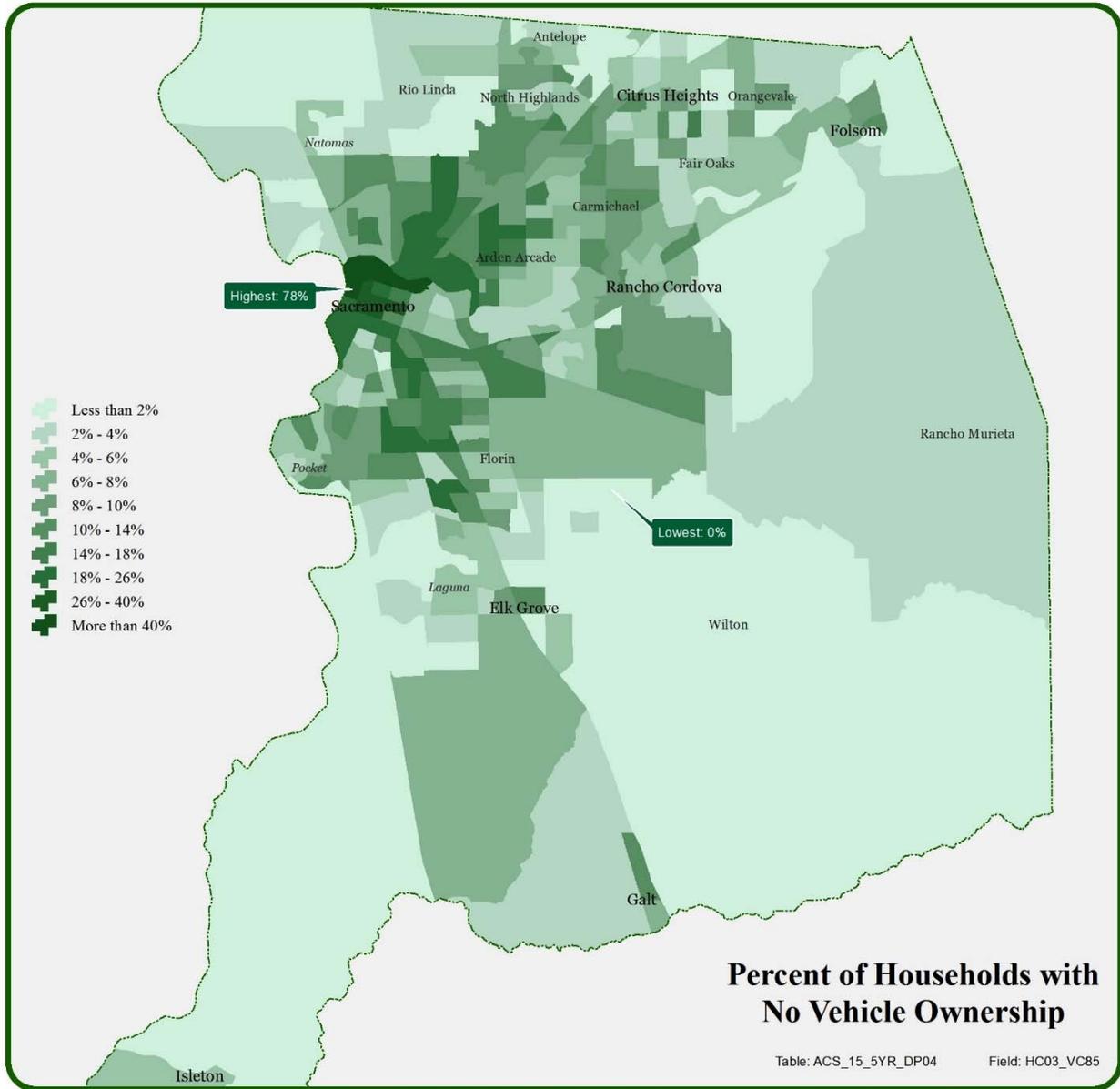
APPENDIX E - DATA MAPS

4) MEDIAN HOUSEHOLD INCOME



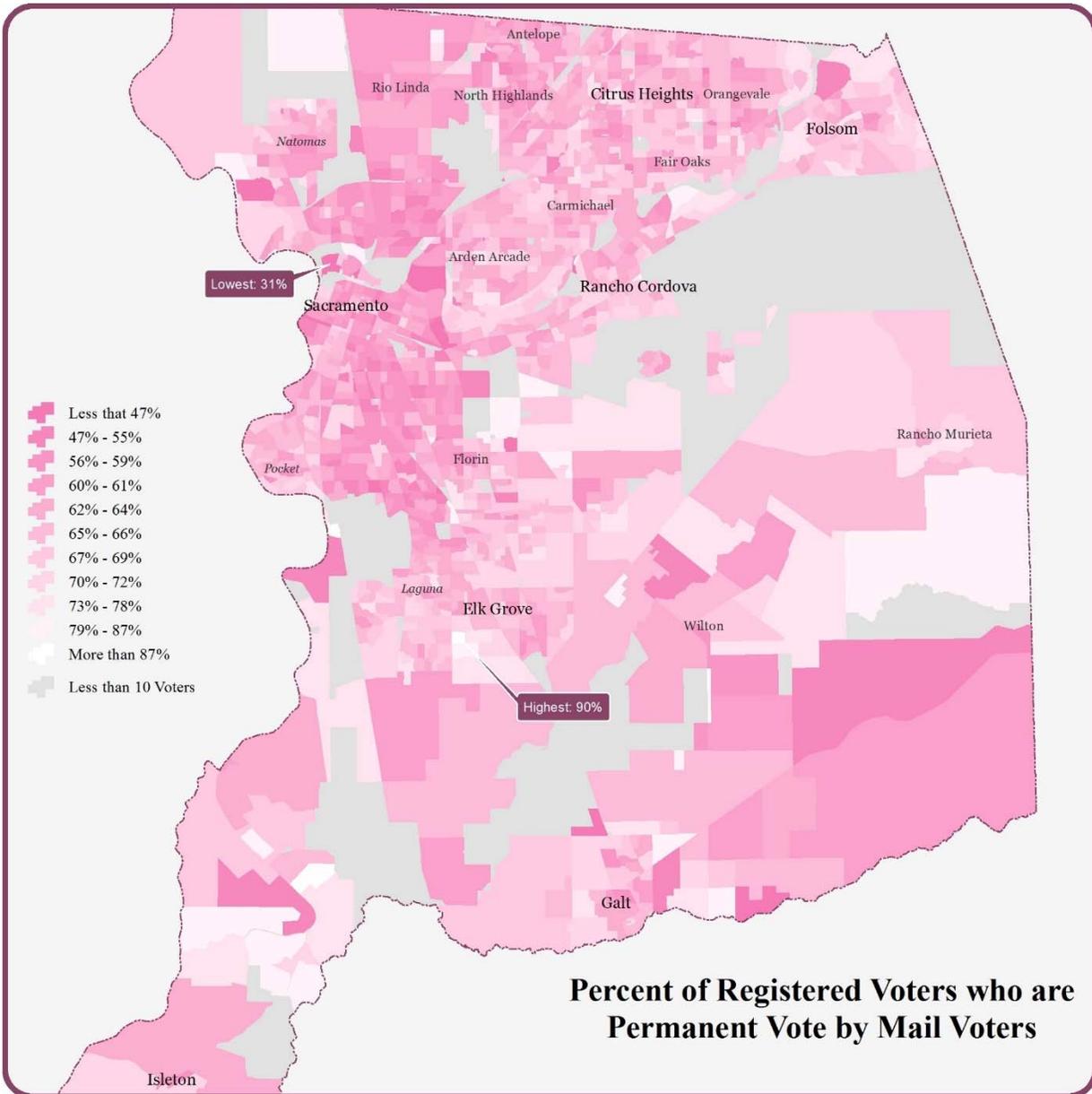
APPENDIX E - DATA MAPS

5) PERCENT OF HOUSEHOLDS WITH NO VEHICLE OWNERSHIP



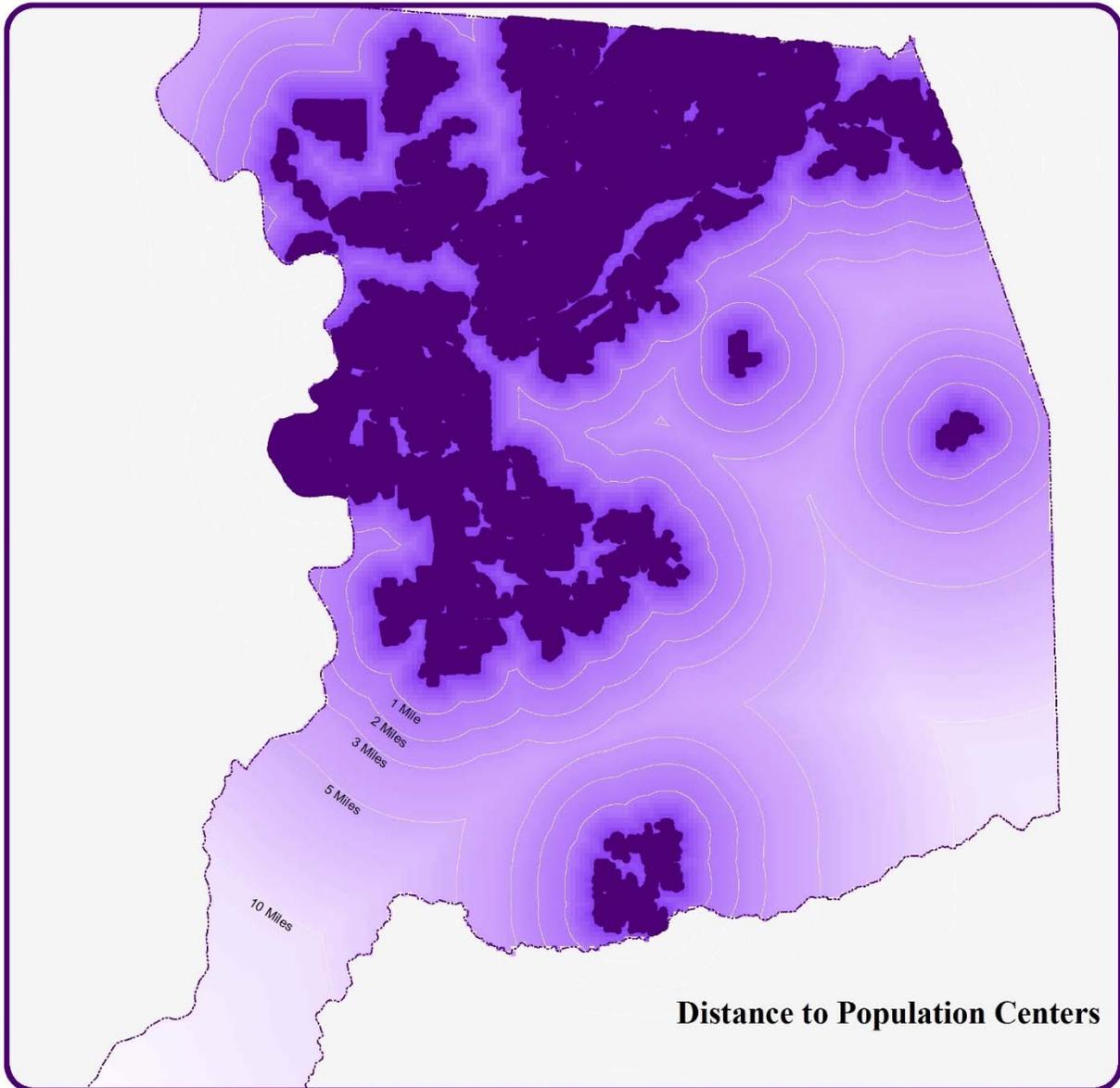
APPENDIX E - DATA MAPS

6) PERCENT OF REGISTERED VOTERS WHO ARE PERMANENT VOTE BY MAIL VOTERS



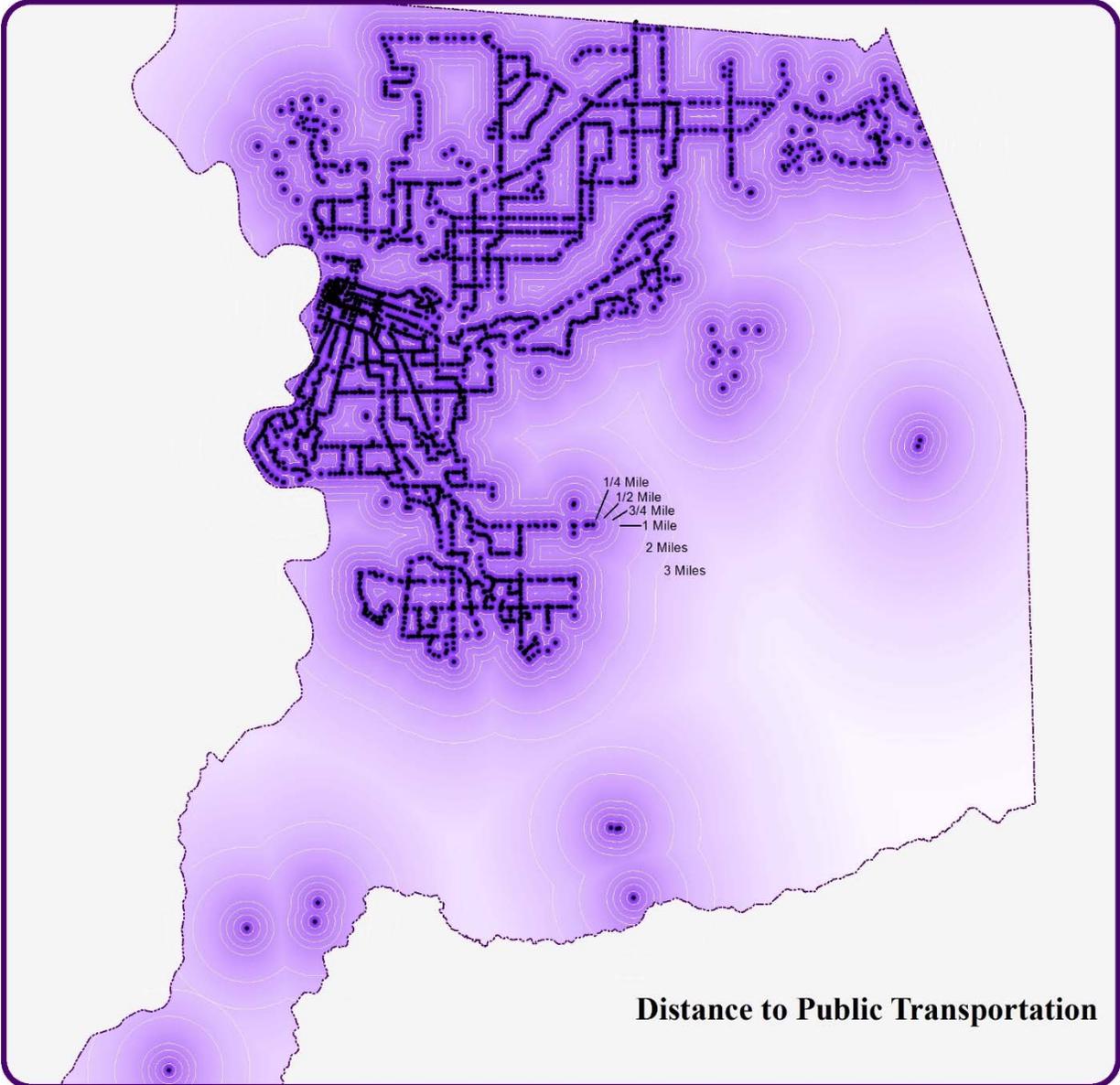
APPENDIX E - DATA MAPS

7) DISTANCE TO POPULATION CENTERS



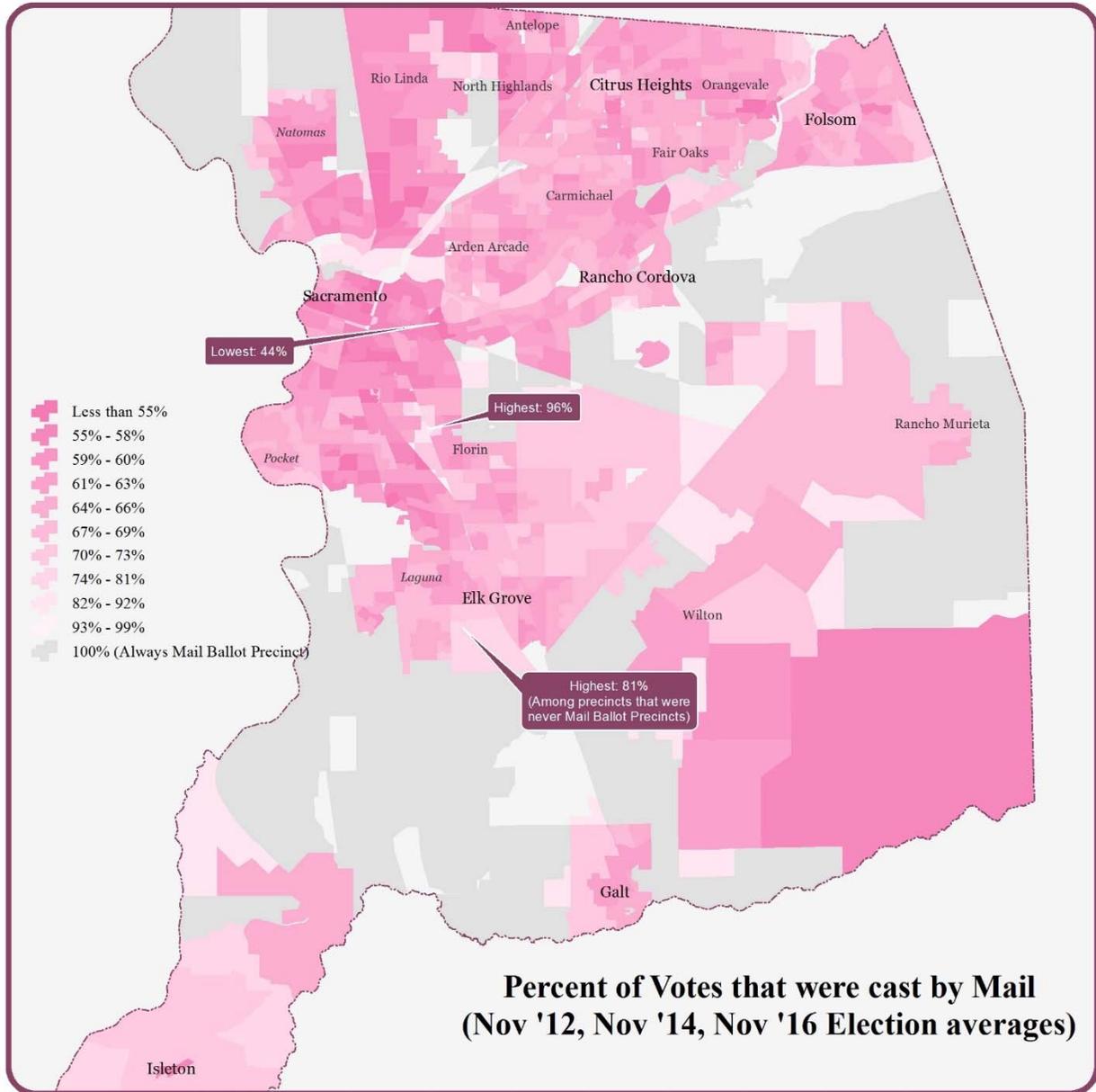
APPENDIX E - DATA MAPS

8) DISTANCE TO PUBLIC TRANSPORTATION



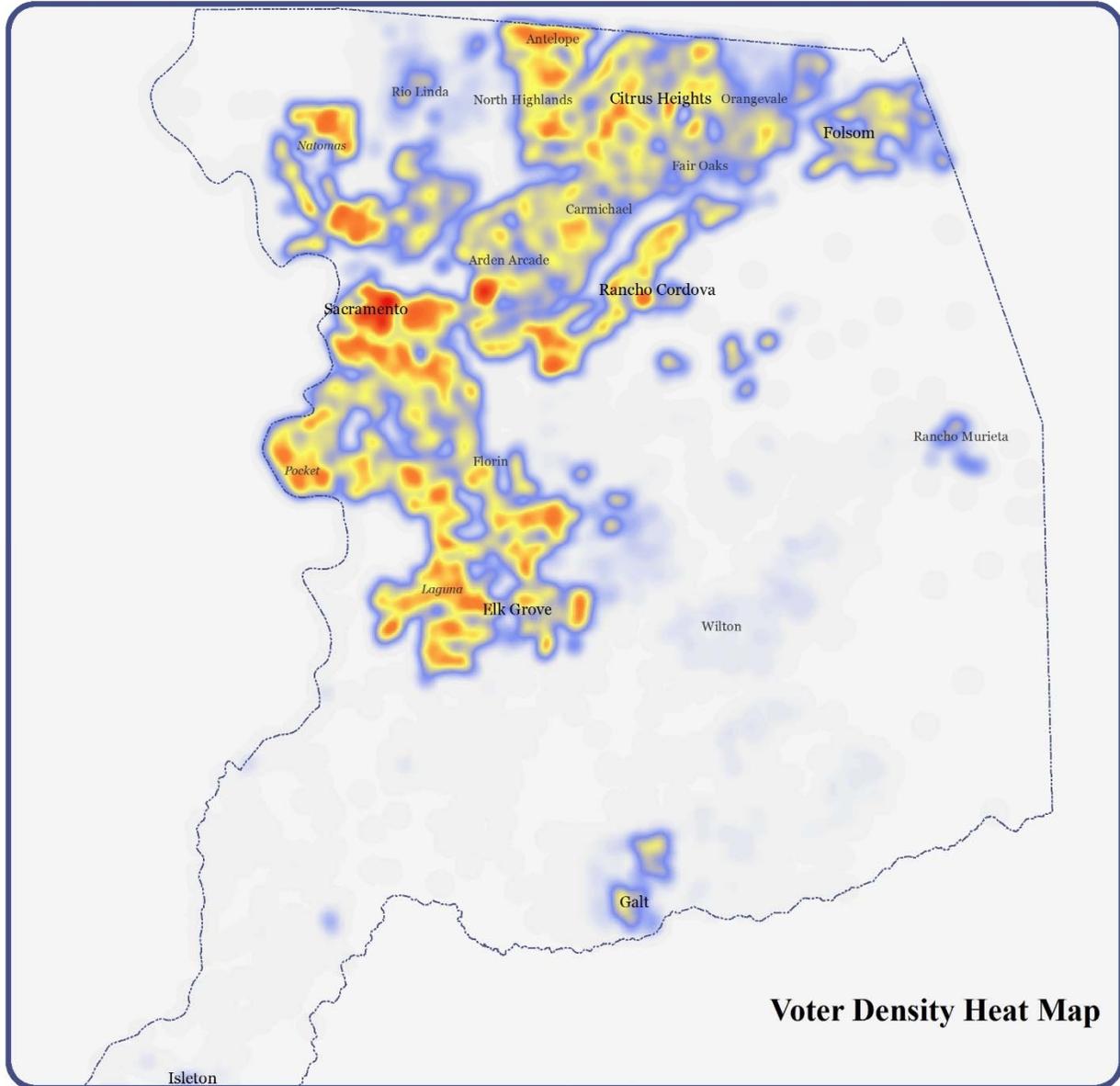
APPENDIX E - DATA MAPS

9) VOTE BY MAIL ACTIVITY



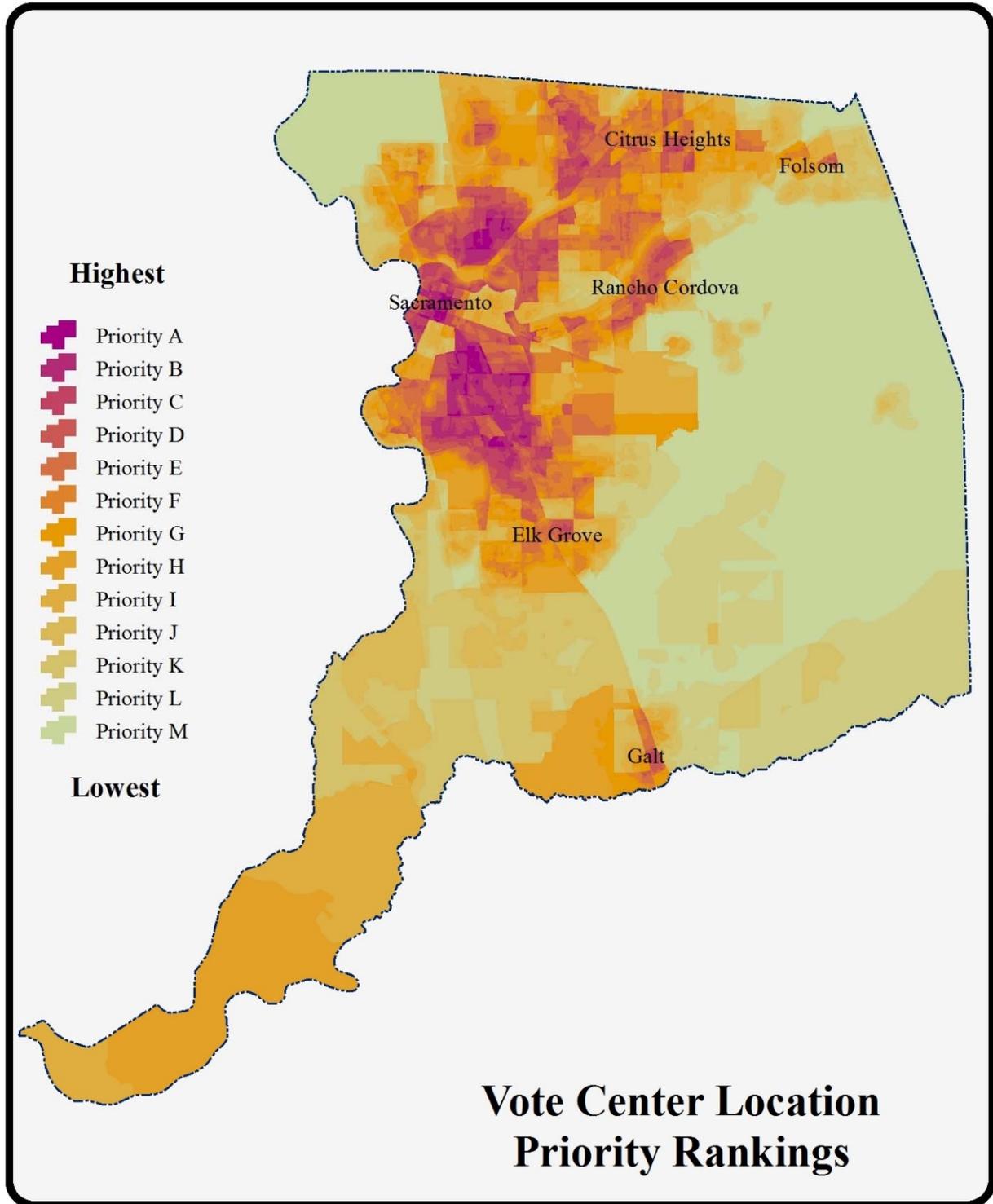
APPENDIX E - DATA MAPS

10) VOTER DENSITY (Heat Map)



APPENDIX E - DATA MAPS

11) COMBINED MAPS



APPENDIX F - VOTE CENTER LOCATIONS AND HOURS

All locations are surveyed and rated for usability prior to being selected as a Vote Center for an election. Surveying is an important first step in identifying locations that will best serve voters.

Vote Center Selection Criteria

Ideal Vote Center:

1. Provide a minimum of 30x30 ft secured voting area
2. Provide at least 25 free, off-street parking spaces for voters
3. Provide secured storage for voting equipment
4. Provide restrooms for Vote Center staff
5. Provide air conditioning and heating
6. Voting area is free of other activities while voting is taking place
7. Facility is already well known to the local community
8. Facility use is free
9. Facility is located in a priority area, as determined by the 14 criteria outlined in EC 4005
10. Facility entrance is located within 200 ft of an accessible public transportation stop or hub
11. On a scale of 1 through 5 (1 being poor, 5 being excellent), facility receives a 4 or 5 rating on each of the following:
 - Accessibility
 - Outside Lighting
 - Availability (ease of contact)
 - Interest
 - Location/Visibility
 - Parking

11 Day Location Selection (next step):

1. Evaluate inventory of available locations
2. Map out available locations. Map includes:
 - a. Pentamyriads (groupings of 50,000 voters)
 - b. 14 criteria layers, including public transportation stops
 - c. Ratings
 - d. Location ID
3. Look at available locations, ratings in each pentamyriad to ensure the sites are "equitably distributed"
4. Review paperwork for each potential site
 - a. Accessibility Review Form
 - b. Vote Center Survey Form
5. Select minimum of one location per pentamyriad and confirm use with 11 Day Facility Use Agreement

APPENDIX F - VOTE CENTER LOCATIONS AND HOURS

Accessibility Ratings (based on Polling Place Accessibility Checklist):

1. Polling Place/Vote Center has multiple accessibility concerns that cannot be mitigated and exceed “de minimus departures”
2. Polling Place/Vote Center has a major accessibility concern that cannot be mitigated; or one or two concerns just about the standard of “de minimus departures”
3. Polling Place/Vote Center has minor accessibility concerns that cannot be mitigated. This includes slopes/cross slopes a few tenths of a percentage point above standard or fall under the “de minimus departures”. All sites are automatically rated a 3 if there is no designated pedestrian access from property line.

As long as there at least one accessible path of travel, a location may receive a “3” rating depending on other barriers.

4. Polling Place/Vote Center has accessibility concerns that can be mitigated. Has “no” on checklists but these items can be mitigated. This includes adding signage, propping the door open, or using cones as detectable barriers. If the site has a property line POT, even if it is not accessible (excessive slope), it could possibly still be a “4” as long as the other POT (from ISA parking) is perfectly accessible.
5. Polling Place has no accessibility concerns; everything on the checklist is “yes”, including property line POT.

“De minimus departures” are allowances outside the state accessibility standards agreed upon between our department and the Sacramento County Disability Advisory Committee.

Parking Ratings

0. On-street parking only
1. Less than 10 spaces
2. 10-25
3. 26-50
4. 51-75
5. > 75

APPENDIX F - VOTE CENTER LOCATIONS AND HOURS

Vote Center Locations and Hours

Vote Center selection is an on-going process. The table below will be updated as locations are confirmed for use as a Vote Center. This list will also be included in the County Voter Information Guide and will be available on the Election's website.

Note: All Vote Centers will be open on Election Day from 7 a.m. to 8 p.m. in addition to the days and hours listed in the following tables.

11-DAY VOTE CENTERS

LOCATION NAME	ADDRESS	DAYS / HOURS
Greater Sacramento Urban League	3725 Marysville Blvd Sacramento, CA 95838	8 a.m. to 5 p.m. Weds 5/30 - 8 a.m. to 6 p.m.

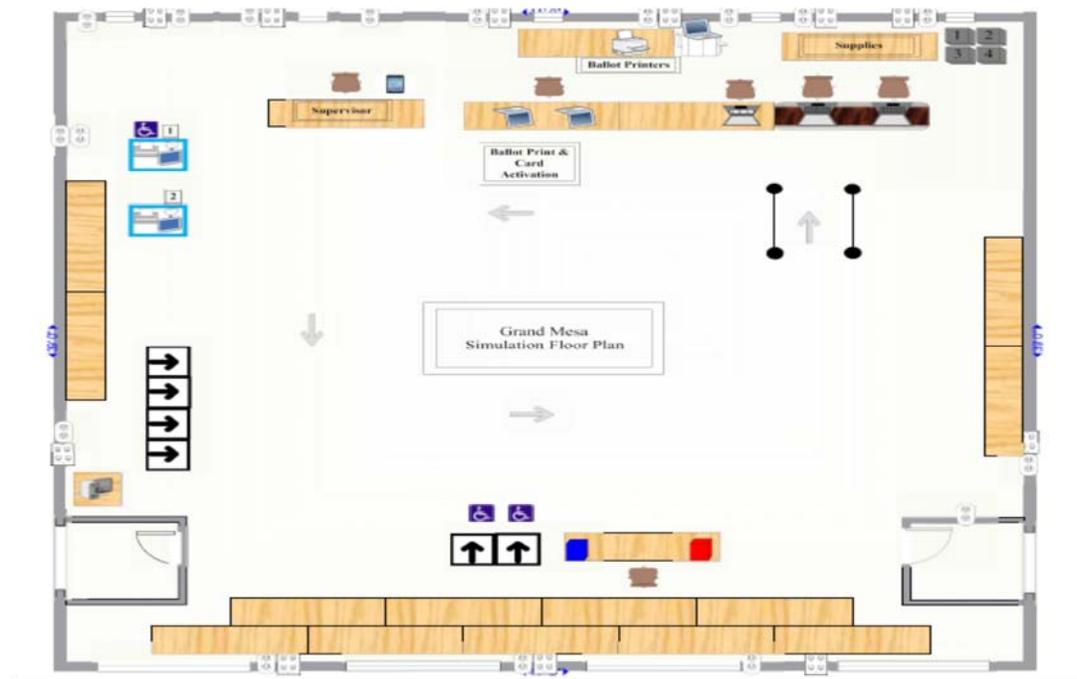
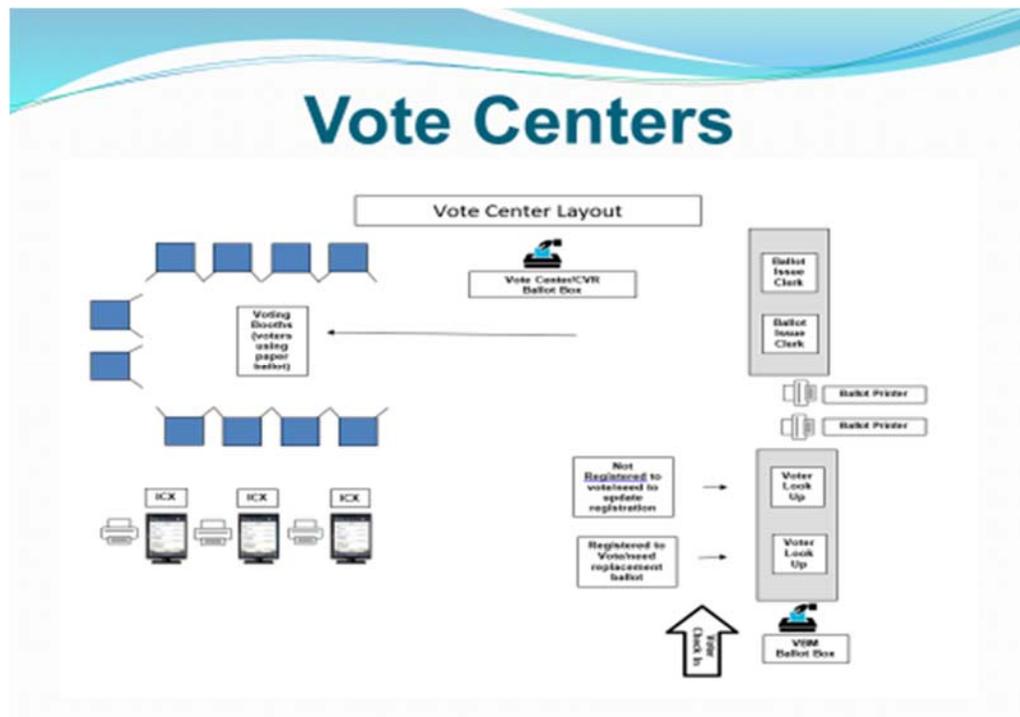
4-DAY VOTE CENTERS

LOCATION NAME	ADDRESS	DAYS / HOURS

APPENDIX G - VOTE CENTER SAMPLE LAYOUTS

The following Vote Center sample layouts show various room shapes and placement of voting equipment within the rooms. These are for illustrative purposes only. Actual layouts will ensure voting booths and accessible ballot marking devices are placed in a manner that allows a voter to mark their ballot independently and privately.

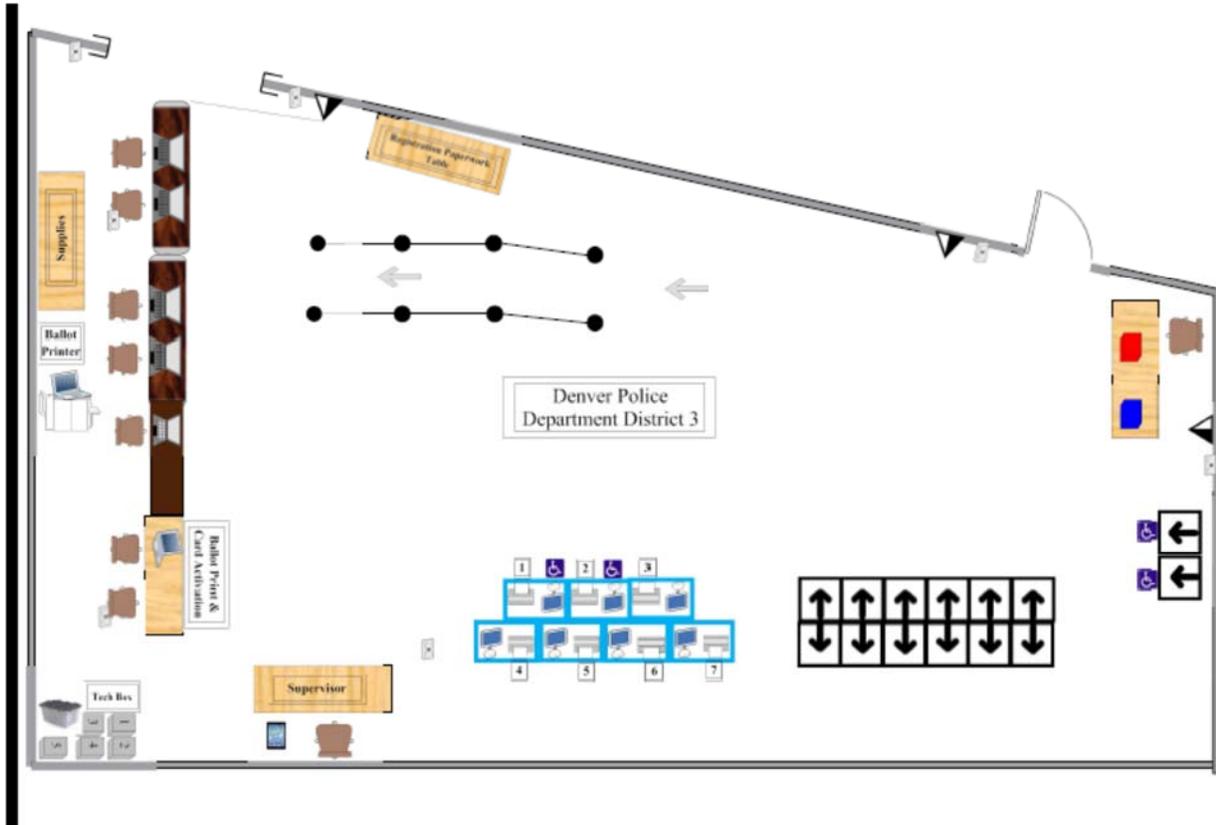
Sample Layout



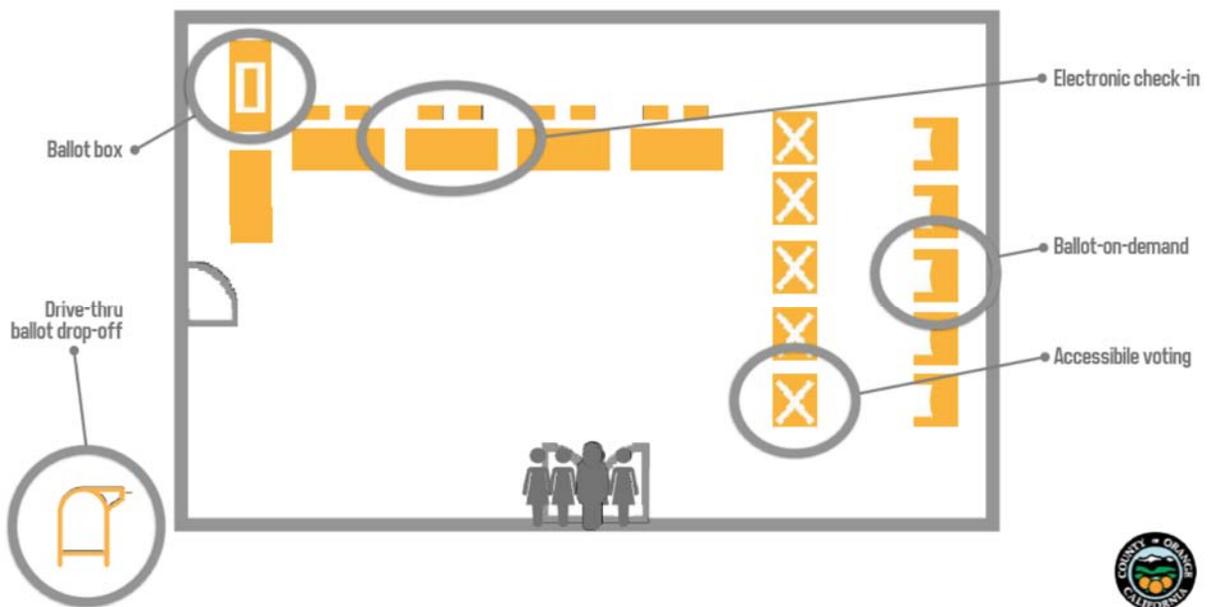
SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX G - VOTE CENTER SAMPLE LAYOUTS

Sample Layout - Denver Colorado



Sample Layout - Orange County



APPENDIX H - DROP BOX LOCATIONS AND HOURS

All locations are surveyed and rated for usability prior to being selected as a Drop Box for an election. Surveying is an important first step in identifying locations that will best serve voters.

Drop Box Selection Criteria.

Ideal Ballot Drop Box Location:

1. Provide a minimum of 5 x 5 feet for ballot box placement, ensuring there is enough clear space surrounding the box that meets ADA guidelines
2. Provide at least 15 free, off-street parking spaces for voters
3. Ballot box is in view of facility staff and continuously monitored
4. Facility is already well known to the local community
5. Facility is located in a priority area, as determined by the 14 criteria outlined in EC 4005
6. Facility entrance is located within 200 ft of an accessible public transportation stop or hub
7. On a scale of 1 through 5 (1 being poor, 5 being excellent), facility receives a 4 or 5 rating on each of the following:
 - Accessibility
 - Outside Lighting
 - Availability (ease of contact)
 - Interest
 - Location/Visibility
 - Parking

Ballot Drop Box Location Selection:

1. Evaluate inventory of available locations
2. Map out available locations. Map includes:
 - a. Grouping of 15,000 voters
 - b. 14 criteria layers, including public transportation stops
 - c. Ratings
 - d. Location ID
3. Review all availability and hours of the locations, ensuring the sites are “equitably distributed” and open on Election Day
4. Review paperwork for each potential site
 - a. Accessibility Review Form
 - b. Vote Center Survey Form

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX H - DROP BOX LOCATIONS AND HOURS

Drop Box Locations and Hours

Drop Box selection is an on-going process. The table below will be updated as locations are confirmed for use as a Drop Box. This list will also be included in the County Voter Information Guide and will be available on the Election's website.

LOCATION NAME	ADDRESS	DAYS / HOURS
SACRAMENTO PUBLIC LIBRARIES (SPL):		
SPL - Arcade	2443 Marconi Ave. Sacramento, CA 95821	T/W 10-8 · Th 10-6 · F 1-6 · Sa 10-5
SPL - Arden-Dimick	891 Watt Ave. Sacramento, CA 95864	T 10-6 · W/Th 10-8 · F 1-6 · Sa 10-5
SPL - Carmichael	5605 Marconi Ave. Carmichael, CA 95608	T/W 10-8 · Th 10-6 · F 1-6 · Sa 10-5 Su 12-5
SPL - Central	828 I St., Sacramento, CA 95814	T 10-8 · W/Th 10-6 · F 12-6 Sa 10-5 · Su 12-5
SPL - Colonial Heights	4799 Stockton Blvd. Sacramento, CA 95820	T 12-8 · W/Th 10-6 · F 1-6 · Sa 10-5
SPL - Belle Coolegge	5600 South Land Park Drive Sacramento, CA 95822	T 12-8 · W/Th 10-6 · F 1-6 · Sa 10-5
SPL - Courtland-Nonie Wetzel <i>Near Bates Elementary School</i>	170 Primasing Ave. Courtland, CA 95615	M/T/Th/F 1-6 · W 1-8
SPL - Del Paso Heights	920 Grand Ave. Sacramento, CA 95838	T/W/Th 10-6 · F 1-6 · Sa 10-5
SPL - Elk Grove	8900 Elk Grove Blvd. Elk Grove, CA 95624	T/W 10-8 · Th 10-6 · F 1-6 · Sa 10-5
SPL - Fair Oaks	11601 Fair Oaks Blvd. Fair Oaks, CA 95628	T/W 10-8 · Th 10-6 · F 1-6 · Sa 10-5
SPL - Franklin	10055 Franklin High Road Elk Grove, CA 95757	School breaks: M/W/F 10- 6

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX H - DROP BOX LOCATIONS AND HOURS

		T/Th 10–8 · Sa 10–5 School year: M/W/F 7:30–6 T/Th 7:30–8 · Sa 10–5 FOR SCHOOL BREAK/HOLIDAY SCHEDULE, VISIT SACLIBRARY.ORG
SPL - Galt-Marian O. Lawrence	1000 Caroline Ave. Galt, CA 95632	T 12–8 · W/Th 10–6 · F 1–6 · Sa 10–5
SPL Isleton <i>At Isleton Elementary School</i>	412 Union St., P.O. Box 517 Isleton, CA 95641	T/W/Th/F 1–6 · Sa 1–5
SPL - Martin Luther King, Jr.	7340 24th St. Bypass Sacramento, CA 95822	T/W 10–6 · Th 12–8 · F 1–6 · Sa 10–5
SPL - Ella K. McClatchy	2112 22nd St. Sacramento, CA 95818	T/Th 10–6 · W 12–8 · F 1–6 · Sa 10–5
SPL - McKinley	601 Alhambra Blvd. Sacramento, CA 95816	T 12–8 · W/Th 10–6 · F 1–6 · Sa 10–5
SPL - North Highlands- Antelope	4235 Antelope Road Antelope, CA 95843	T/W 10–8 · Th 10–6 · F 1–6 · Sa 10–5
SPL - North Natomas	4660 Via Ingoglia Sacramento, CA 95835	T/Th 12–8 · W 10–6 · F 1–6 · Sa 10–5
SPL - North Sacramento- Hagginwood	2109 Del Paso Blvd. Sacramento, CA 95815	T/Th 12–6 · W 12–8 · F 1–6 · Sa 10–5
SPL - Orangevale	8820 Greenback Lane Suite L Orangevale, CA 95662	T 12–8 · W/Th 10–6 · F 1–6 · Sa 10–5
SPL - Pocket-Greenhaven Robbie Waters	7335 Gloria Drive Sacramento, CA 95831	T/Th 10–6 · W 12–8 · F 1–6 · Sa 10–5
SPL - Rancho Cordova	9845 Folsom Blvd. Sacramento, CA 95827	T/W 10–8 · Th 10–6 · F 1–6 · Sa 10–5
SPL - Rio Linda	6724 6th St. Rio Linda, CA 95673	T 12–8 · W/Th 10–6 · F 1–6 · Sa 10–5
SPL - South Natomas	2901 Truxel Road	T/Th 10–6 · W 12–8 ·

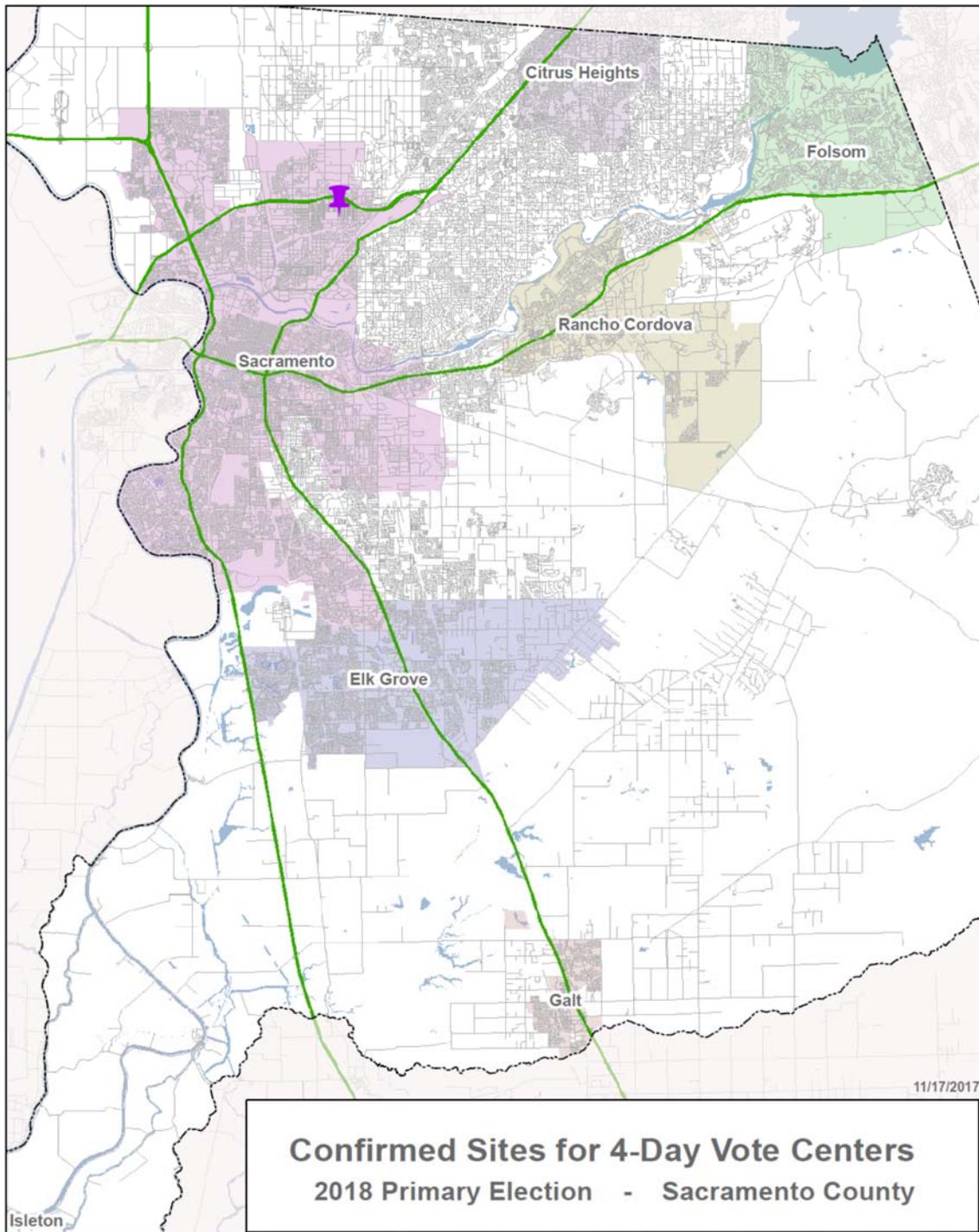
SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX H - DROP BOX LOCATIONS AND HOURS

	Sacramento, CA 95833	F 1-6 · Sa 10-5
SPL - Southgate	6132 66th Ave. Sacramento, CA 95823	T/W 10-8 · Th 10-6 · F 1-6 · Sa 10-5
SPL - Sylvan Oaks	6700 Auburn Blvd. Citrus Heights, CA 95621	T/W/Th 10-8 · F 1-6 · Sa 10-5
SPL - Valley Hi-North Laguna	7400 Imagination Pkwy. Sacramento, CA 95823	T 12-8 · W/Th 10-6 · F 1-6 · Sa 10-5
SPL - Walnut Grove	14177 Market St. Walnut Grove, CA 95690	T/W/Th/F 1-6 · Sa 12-5

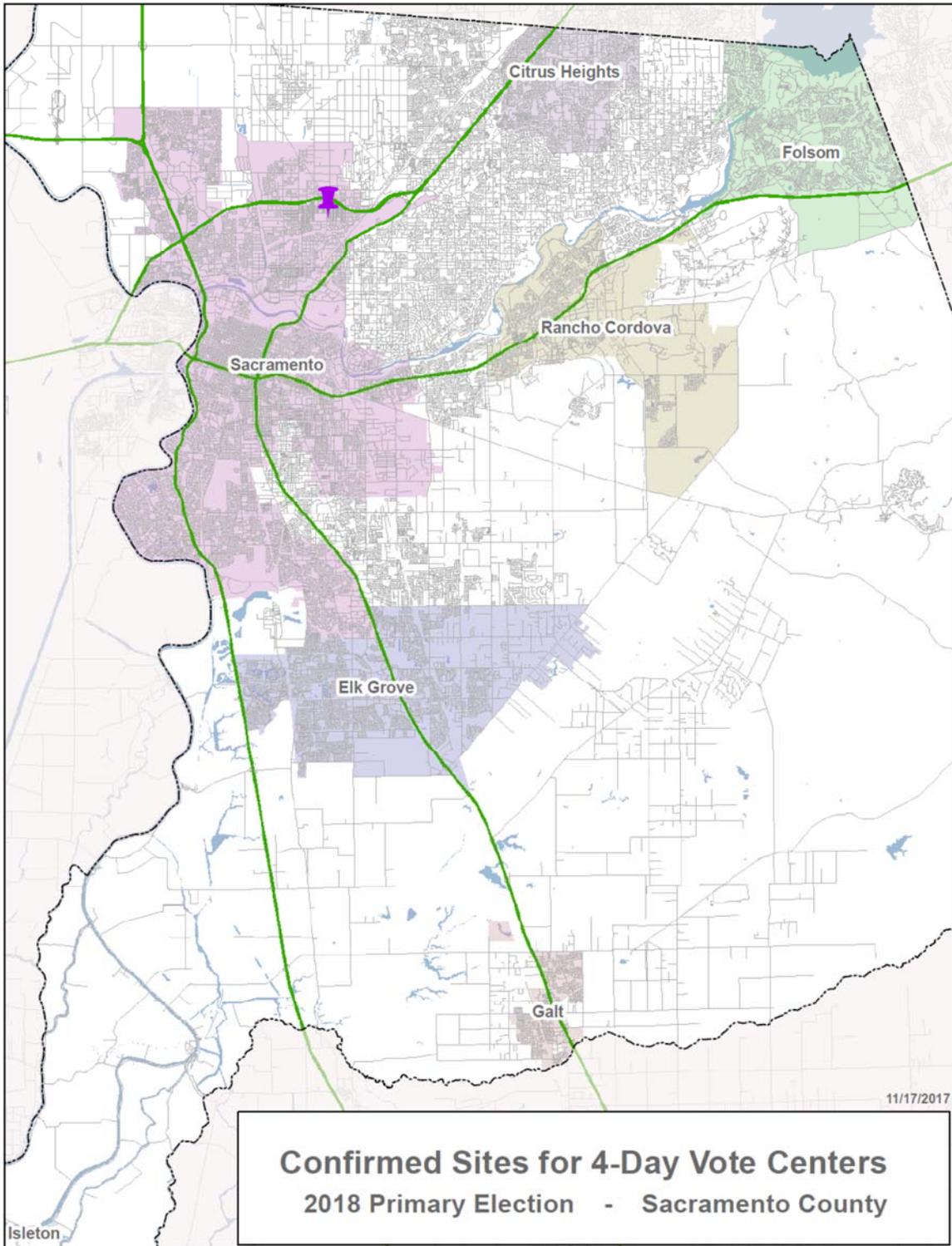
APPENDIX I - LOCATION MAPS

4-DAY VOTE CENTER LOCATION MAP



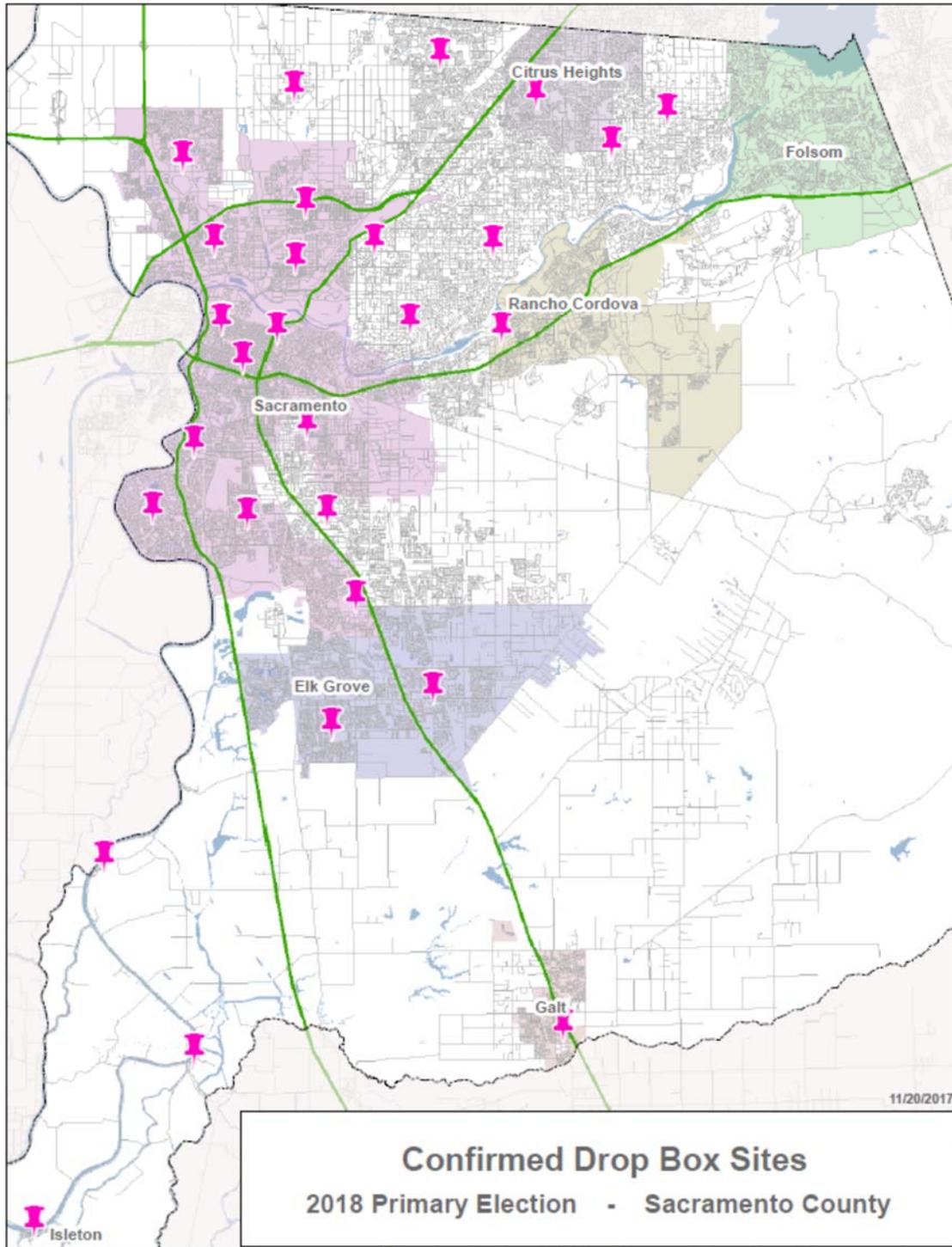
APPENDIX I - LOCATION MAPS

11-DAY VOTE CENTER LOCATION MAP



APPENDIX I - LOCATION MAPS

DROP BOX LOCATION MAP



SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX J - BUDGET RESOURCES AND COST COMPARISONS

VOTER EDUCATION AND OUTREACH FUNDING

§4005(a)(10)(I)(i)(VII)

The following table shows the advertising and voter outreach budgets for the 2016 elections, and the estimated funding for the VCA advertising and voter outreach requirements.

Activity	June 2016 Polling Place Election	November 2016 Polling Place Election	June 2018 FY 17/18 Budget	June 2018 Vote Center Election Estimated Costs
Advertising	\$17,975	\$24,500	\$32,000	\$187,812
Voter Outreach	\$22,287	\$36,187	\$49,200	\$701,434

SHORT TERM AND LONG TERM COSTS AND SAVINGS

§4005(a)(10)(I)(v)

Sacramento County's voting system has reached end of life after more than 13 years of successful elections. A new voting system will be in place for the 2018 elections. The replacement of voting system complicates the comparison of short term and long term costs and savings. However, the following tables show the current costs in a Polling Place Model election with the existing system, and the costs to purchase or lease a new system in both a Polling Place Model election and a Vote Center Model election.

The table below shows the current voting system costs for POLLING PLACE elections:

Existing Voting System	Fiscal Year 2015/2016	Fiscal Year 2016/2017	Fiscal Year 2017/2018 (budgeted)
Voting System Support	\$334,533	\$321,810	\$323,692

The table below shows the new voting system estimated costs for VOTE CENTER elections:

Election type	# sites (with growth)	One-time Equipment Purchase (estimated)	Annual Equipment Lease (estimated)
Polling Place Model	800	\$11,209,422	n/a

SACRAMENTO COUNTY ELECTION ADMINISTRATION PLAN 2018

APPENDIX J - BUDGET RESOURCES AND COST COMPARISONS

Vote Center Model	90	\$ 2,003,544	\$502,100
Cost difference		\$ 9,205,878	n/a

APPENDIX K - SECURITY PLAN

Election Security and Action Plan

This plan gives guidance in the event of an emergency in Voter Registration and Elections. The plan has two purposes:

- To protect lives and property
- To preserve the organizational structure and ensure the continuing or early resumption of essential service.

ELECTION SECURITY

An effective emergency plan requires considerable thought: research, discussion and difficult choices should be made now. In addition to researching solutions, emergency preparedness involves identifying potential catastrophes. No geographical area is immune from emergencies. These also require planning in advance to avoid future confusion and misconceptions.

This document begins with an overview of basic security and planning concepts, and how they relate to election security. Following this is a more detailed document on the requirements for election day/night security.

THE BASICS

Security for an election is a combination of preservation and protection of *personnel*, *property* and *information assets*.

Security can also be broken down into three fundamental principles:

- Deterrence
- Detection
- Recovery

DETERRENCE

Personnel deterrence involves having all authorized personnel readily identifiable. Voter Registration and Elections (VRE) will use name badges with pictures for all permanent employees. Temporary employees will have a bright yellow badge without their picture. Visitors are required to register when entering the facility and are to wear the dated "visitor" badge while on the premises. Election night workers will be given color coded wrist bands to wear.

Property deterrence includes placing physical barriers and controlling access to sensitive locations. VRE will place crowd control barriers where appropriate. This includes establishing a ballot counting reviewing area for media and the public which will not impede the processing of ballots on election night. C-Cure door locks will be placed on VRE's most sensitive rooms and access will be controlled, monitored, and recorded during all election periods. Where security is most critical, such as in the ballot counting and storage areas, cameras have been installed so activity can be monitored and recorded.

APPENDIX K - SECURITY PLAN

Information Assets deterrence is associated with changing passwords frequently. VRE generates and manages user log reports for the department's computer systems. Firewall protections are updated on a regular basis as required by County standards. Network access is restricted to authorized personnel only. All personnel who are granted access are required to complete the required County authorization and agreement forms.

DETECTION

Personnel breach detection happens when, as an example, an unidentified person fails to sign in when requested or does not wear a visitor badge. Any visitor without the appropriate visitor badge will be requested to return to the lobby and complete the sign-in process or they may be required to leave the facility. Permanent and temporary staff that lose their employee badge will be required to pay a fee to obtain a replacement badge.

Property breach detection is associated with a broken fence, non-identifiable vehicles, or unauthorized entrance into a secure room.

Information Assets breach detection can be determined by unauthorized use of passwords, a firewall violation, or unauthorized network access.

RECOVERY

Recovery is the ability to repair a detected breach and return to a planned environment.

Personnel recovery can be as simple as assigning a badge to a person that does not have one to having an unauthorized individual arrested for trespassing.

Property recovery may involve mending broken fences, redirecting unauthorized vehicles, or conducting a search of a room that has had an unauthorized network access.

Information Assets recovery could run the gamut from identifying and noting security breaches to a full investigation of firewall violations or unauthorized network access.

INTERDEPARTMENTAL COMMUNICATION

Partnerships are crucial to success. A spirit of cooperation goes a long way to break down communication barriers in any emergency situation. VRE has met with:

- The Department of Homeland Security (DHS) which includes both the Sheriff's department and FBI staff, to access the department's security plan.
- The Countywide Services Agency's (CMO), who is responsible for immediate media notification of any issues that arise during the course of the election.
- The Department of Technology (DTECH) for computer and telecommunications support in the event of any type of system failure.

APPENDIX K - SECURITY PLAN

SECRETARY OF STATE DEDICATED SECURITY CONTACT NUMBERS FOR ELECTION DAY

On site Security Command Center 24/7 Station

916-657-2166

These numbers are specifically for the sole purpose of reporting any voting period security issue that needs to be immediately brought to the attention of state officials (the Office of Homeland Security, the Office of Emergency Services, or VRE).

EMERGENCY PREPAREDNESS PLAN

Groups need to communicate during an emergency and will have the ability when the need arises

COMMUNICATIONS WITH VOTE CENTERS

All Precincts Operations phone bank staff will have a list of vote center locations, landline telephone numbers (if available), and cell phone numbers for each vote center and each of the coordinators. This information is vital to law enforcement and emergency responders. A phone tree will be used to ensure all polls have the information necessary for responding to the specific emergency or issue. This could be anything from keeping the polls open past 8 p.m. on Election Day to providing additional ballot stock to one or more vote centers.

COMMUNICATIONS WITH THE MEDIA

A media center will be established on-site during the voting period that will be staffed by the VRE's media officer. This will enable immediate information sharing between the media and our office on any issue or emergency that may arise during the election.

COMMUNICATIONS WITH IT STAFF

IT staff will establish a phone bank during the voting period specifically for assisting vote centers with voting system problems. This phone bank will be available all hours a vote center is open and from 6 am through 9 pm on Election Day. The contact number will be provided in the vote center training manual and to office staff.

COMMUNICATIONS WITH SECURITY

Management staff will be provided an emergency contact phone list to be used to contact emergency personnel, such as the Sheriff, Fire Department, and Homeland Security. Any contact will also be reported to the County Executive, CSA Agency Administrator and the Board of Supervisors. In addition, any election-related emergency will be reported to the Secretary of State's office.

ORDER OF EMERGENCY NOTIFICATION

VOTE CENTER EMERGENCY

In the event there is an emergency that affects the operation of the Vote Centers or ballot drop box locations, both the Precinct Operations phone bank and the IT phone

APPENDIX K - SECURITY PLAN

bank will be utilized to contact all the technical support rovers, Ballot Transporters, and/or Vote Center Inspectors and inform them of the emergency and the actions they are to take. The Media Officer will work with the Registrar to prepare a statement for the media as well as an information alert to be sent to the Board of Supervisors, the County Executive and the Chief Deputy County Executive.

LAW ENFORCEMENT EMERGENCY AT THE OFFICE

In the event that there is a situation requiring the immediate intervention of an emergency responder (sheriff, fire, ambulance, etc.), the first action is to call 9-911 and report the emergency. Then, refer to your emergency procedures manual for the proper way to handle the specific emergency. Alert any staff that may be in the area of the emergency, as well as, the Facility Coordinator and the Registrar and the Media Officer. The Facility Coordinator will take the necessary steps to address the emergency including evacuating the facility if necessary. The Media Officer will provide information to the media regarding the emergency and the County's response. The Registrar and Media Officer will prepare an information alert to be sent to the Board of Supervisors, the County Executive and the Administration Services Agency.

VOTING PERIOD / ELECTION DAY EMERGENCY PLAN

GENERAL DIRECTIVES

- The safety and protection of individuals is the highest priority
- Preservation of ballots, equipment and facilities is the second priority

OFFICE SECURITY

- The working areas of the office are to be locked at all times except during regular business hours and at times directed by the Registrar
- Because the warehouse is used for the security of election equipment, records and ballots, the warehouse area of the department is to be locked at all times except when authorized staff are in the area
- To report any break ins, notify the Registrar and the Safety Coordinator, and call Facilities Management at 916-875-6221 or the Sheriff's Department

BALLOT SECURITY

- All ballots, including voted, spoiled, and unused ballot stock, are to be secured in one of the appropriate ballots storage facilities. Each facility has an intrusion alarm and video surveillance camera
- No ballot may be left in an unsecured area unless two or more employees of VRE are present
- If any ballots are missing or unaccounted for, the Registrar must be advised immediately
- Ballots being transported to/from designated Ballot Drop Box locations will be secured and transported in accordance with Secretary of State Ballot Retrieval Regulations.

APPENDIX K - SECURITY PLAN

- Ballot stock will be recorded using logs as outlined in the Secretary of State Ballot Printing Regulations and all ballots will be accounted for during the canvass period.

VOTE CENTERS

- In the event of an emergency in a Vote Center in which human life is endangered, the incident must be reported immediately to the proper authorities, through the 911 call center
- At an appropriate time, VRE must be advised of the emergency situation and the steps taken to respond to the emergency
- If necessary, VRE will take necessary steps to open an alternate voting site for the affected Vote Center to allow voting to continue with the least amount of interruption possible. Any actions, particularly during a statewide election or an election involving a state office, should be coordinated through the Elections Division of the State, the County Executive and/or Board of Supervisors and other appropriate authority including VRE's Media Officer.

ELECTIONS OFFICE

- In the event of an emergency in which human life is endangered, the incident must be reported immediately to the proper authorities, through the 911 call center and to the Registrar and the Department Safety Officer
- Other emergencies or situations must be reported to the Registrar, Department Safety Officer and appropriate manager
- If evacuation is ordered, even during ballot counting, everyone must evacuate immediately and report to the designated staging area

WHAT IF'S ON ELECTION DAY

Planning means identifying the "what-ifs", and then taking measures to reduce the unknowns of how to respond. What if you were to receive a phone call on Election Day that there was a bomb in one of your vote centers, what would you do?

What if you had to move one of your Vote Centers on or before the voting period / Election Day, how would you do it?

The emergency procedure should include:

- Halt all voting immediately
- Evacuate the facility as quickly as possible
- People who are waiting to vote shall not be given ballots
- Voters who have voted ballots shall deposit them in the ballot box
- Unmarked ballots may be returned to the Election Officer at the Vote Center location
- Anyone in a voting booth should be encouraged to finish as quickly as possible
- Election Officers shall seal all ballots that were cast before the declaration of the emergency, in the usual manner followed at the close of polls.

APPENDIX K - SECURITY PLAN

- Election Officers should retain all the voted ballots from a ballot box, including Vote by Mail and Provisional ballots, a check-in laptop, and the blank ballot stock with a Ballot on Demand printer, if possible, when evacuating
- Election Board members shall follow instructions from the Election Office, Technical Support teams or Law Enforcement
- These instructions may include complete evacuation of the facility and establishing a temporary Vote Center in a nearby location, with directional signage (as available) to alert voters of the change in location

Remember the safety of the staff, Election Officers, and the voters must always be the first priority. Emphasize to your election workers that their safety always comes first.

APPENDIX K - SECURITY PLAN

WHAT TO DO IF SOMEONE TRIES TO TAMPER WITH THE VOTING EQUIPMENT

Immediately remove the person from the Vote Center and if possible detain them. Have another Election Officer contact the Precinct Operations phone bank and alert them of the situation. VRE staff will contact the sheriff's department and will have a new voting unit delivered to replace the unit that was tampered with. Have all voters who were waiting to vote place their ballots in the auxiliary bin until the new unit arrives.

IF AN EMERGENCY KEEPS THE VOTE CENTER(S) FROM CONTACTING THE OFFICE DURING THE VOTING PERIOD

In the event that the VRE office is unable to be reached during the voting period (loss of telephone service, forced emergency evacuation, etc.), election officials should use the precinct operations staff cell phones. The Registrar, Facility Coordinator and Media Officer will be alerted to any emergency affecting VRE office communications and will work with County offices and the media to make the public aware of the issue and work towards a resolution of the emergency.

ELECTION NIGHT SECURITY

- The Sheriff will be contracted to provide protective services for the VRE office and election night personnel
- All parking around the perimeter of the building will be restricted
- All staff members, the media and election night workers must wear ID at all times
- Key VRE staff members will have cell phones with them on election night
- Sheriff or local City Police protective services may be at offsite receiving centers, as needed
- There will be restricted access during operations at the VRE office
- VRE will work with DTECH to perform a sweep of the facility and surrounding area for any wireless activity. This sweep may be a one-time operation or may continue throughout election night
- DTECH will be on-call to assist with any computer or telephone related problems or emergencies
- Media may be asked to announce any wireless devices upon arrival

APPENDIX K - SECURITY PLAN

VBM Emergency Procedures

SECURITY MEASURES TO PRESERVE ELECTION

In the event of an emergency requiring building evacuation, these procedures are to be followed:

- The Vote by Mail Manager will ensure that all Vote by Mail staff is accounted for and all customers are evacuated from the Front Lobby.
- If time permits in the case of a fire/flood or after the fact:
 - Obtain tarps from the warehouse to cover ballots if needed.
 - Relocate voted ballots to a safe location or cover with tarp
 - Cover ballots with tarp if time allows for fire and water damage.
 - Cover PC's and heavy machinery if needed (envelope opener, printers, etc.)
- To ensure that an election can be conducted due to evacuation or destruction to the building, a list of the vendors to contact will be kept by the Vote by Mail Manager outside of the office to duplicate or reorder any needed election supplies.

Vendor information- Contact names, telephone numbers and addresses for:

Burks Printing- VBM envelopes	(916) 344-0652
Runbeck Election Services- Ballots and Mailing Services	(480)455-1007
Merrill Printers- Sample ballot books	(714) 690-2294

APPENDIX K - SECURITY PLAN

VOTING SYSTEMS AND TECHNOLOGY

In the event of an emergency the following procedures are to be followed:

The Manager of Voting Systems and Technology will ensure the following:

All voting systems and technology staff have been accounted for

A pre-designated staff member will be responsible to secure the Iron Mountain container with a numbered seal. The sealed Iron Mountain container shall be removed from the server room with the current election data and immediately be taken to the group evacuation area. The election material will be stored and updated through the election process. The Iron Mountain box will contain the following as described in our current policy and procedure manual:

- A USB external hard drive with data and applications loaded as listed below:
 - Voting System Application
 - Current Election Data (Voting System Database)
 - PDF of election ballots
 - Sample Ballot Application
 - Sample Ballot Booklets
 - PDF of Sample Ballot Booklets
- One Zip Disk containing the election definition to load on a 650 central scanner.
- Ten (10) blank PCMCIA cards
- One (1) Omni Drive to burn the PCMCIA cards
- Three (3) blank zip drives for the 650 central scanners
- One (1) external zip drive to upload the zip disk
- Two (2) lap tops loaded with the voting system application.
- Upon reentry into the VRE facility all VST staff will meet in the VST cubical area for a final group inspection of the c-cure system, server room and the ballot tabulation room.
- Two designated staff members will assist VRE department staff with any potential computer related issues.

2. In the event of power loss, the following procedures are to be followed:

The Manager of Voting Systems and Technology will ensure the following:

- All voting systems and technology staff have been accounted for
- A designated staff member has been assigned to the ballot tabulation room in non election mode, when an election is in process, two people will be assigned to this room
- A designated staff member has been assigned to check on the server room
- A designated staff member has been assigned to check on the c-cure system
- All designated staff members are to advise the Manager of VST, of their status upon first inspection and every fifteen minutes there after by using the Nextel radios.
- Upon restoration of power, each designated staff member will ensure their respective areas of responsibility are functioning properly.
- After each staff member has conducted a final inspection of their respective area, they will report their findings to the Manager of VST.

APPENDIX K - SECURITY PLAN

- If the building was evacuated – Refer to Item #1
- Two designated staff members will assist VRE department staff with any potential computer related issues.

3. **In the event of power loss and the VST area has generator power, the following procedures are to be followed:**

The Manager of Voting Systems and Technology will ensure the following:

- All voting systems and technology staff have been accounted for
- A designated staff member has been assigned to the ballot tabulation room in non-election mode; when an election is in process, two people will be assigned to this room
- A designated staff member has been assigned to check on the c-cure system
- All designated staff members are to communicate and confirm they have power in their respective areas and the functions of each area are working properly.
- All designated staff members are to advise the Manager of VST, their status upon first inspection and every fifteen minutes there after by using the Nextel radios.
- Upon restoration of power, each designated staff member will ensure their respective areas of responsibility are functioning properly.
- Two designated staff members will assist VRE department staff with any potential computer related issues.

APPENDIX K - SECURITY PLAN

CAMPAIGN SERVICES

Due to an unforeseen emergency or disaster, it may be necessary to evacuate our office for a period of time, and unable to return. We must be prepared to carry on our normal functions in another location. To ensure that the "Election Must Go On" we will outline what items we need to function outside our office, and complete the nomination process.

Upon the notification that the building must be evacuated, the following items must be taken when evacuating, if time and personal safety allows:

- Money Tray and Receipts
- A copy of the CFMR001 (Candidate Proof List) (located in red binder on front counter)
- The Candidate files/folders (located in file carts which are located next to supervisor's cubicle during filing)
- The CD File located in the Emergency Binder, which contains Candidate Guide, Nomination Forms, Index of Elected Officials, and Election/E-date Calendars. (located in the cities' file cart)
- Measure Folders (located Manager's office)
- Election Folder (located in cities' file cart next to supervisor's cubicle)
- The Proof Book, which contains the items received by VST (located on 3 tier file cabinet behind supervisor's cubicle)
- Petition in Lieu Log Book (located on counter attached to cubicle 129E)
- Petition in Lieu/Nomination Signatures clip board, 2 wire baskets signatures to be verified/completed (located VBM /Campaign Services counter)
- File Stamp and time clock (located at the front counter)
- County seal stamp and Jill LaVine stamp (located in top right hand drawer at counter)

The above documents and files will ensure that staff could process candidates at another location, on the assumption that we had DFM available through a PC. We would file candidates conditionally, at that time advising them that we will be calling them if they were not qualified to run (Live out of the area, etc.). Once back on line with (DFM), can print documents and enter candidates into system, we would be able to resume normally in just a few days.

Starting at E-83 staff will create an emergency binder with the above items. This binder will be located in cities' file cart.

Other items will be also gathered at the time of incident if personal safety permits.

APPENDIX K - SECURITY PLAN

REGISTRATION & OUTREACH SERVICES

In the event of an emergency requiring building evacuation, these procedures are to be followed:

The Registration and Outreach Manager will ensure that all Registration and Outreach staff is accounted for and evacuated from the building.

If time permits in the case of a fire/flood or after the fact:

- Cover the computers with a tarp or heavy plastic
- Cover the most current affidavits of registration that have not been scanned and entered into the Election Management Database
- Cover any petition that is in house for certification
- Gather all video equipment, iPads, and a red supply bag for Outreach
- Other items will also be gathered and covered or taken at the time of the incident if personal safety permits

APPENDIX K - SECURITY PLAN

PRECINCT OPERATIONS

In the event of an emergency requiring building evacuation on or before the voting period, due to fire, bomb, flood, etc., these procedures are to be followed:

1. All employees (permanent and temporary) are to immediately leave the building and report to the designated meeting site (**Burlington Building – North Sidewalk**).
2. The following items are to be procured prior to departing the building, in order of importance, if time and personal safety allows:
 - **Thumb drive on a lanyard**, located in the cabinet nearest the fire extinguisher/fax machine, with the following information saved:
 - Equipment Delivery & Drop Box /Pick-up vendor contact information
 - Inventory List (From Warehouse, most recent version)
 - Records Storage List (From Warehouse, most recent version)
 - Complete list of Vote Centers & Ballot Drop Box locations, with contact information
 - Complete list of Election Officers *Update to thumb drive at E-15 and again at E-5*
 - **Tablet (or Laptop) from storage area**
 - **Verizon “Hot Spot” air card from tablet storage area, for internet/EIMS access**

It is the responsibility of the Election Supervisor to ensure all of the reports/information on the thumb drive is current and relevant for the upcoming election.

3. Once safely at assembly area, the Precinct Operations Manager or Supervisor will load the thumb drive on to the tablet or laptop.
4. The Precinct Operations Manager will then divide the list of Vote Center Inspectors for staff to call, in conjunction with VST and their technical support teams. Ensure the Inspectors are given the following information:
 - Precinct Operations Manager’s cell phone number.
 - Current Manager, Courtney Bailey: **(916) 704-8389**
 - Alternate drop box site location(s) for ballot and/or equipment returns
 - Alternate phone number(s) to call for assistance at the Vote Centers

Election Officers will follow the instructions in the Election Officer Manual unless otherwise instructed by technical support teams or office personnel.

Non-election specific evacuations will require the procurement of the tablet and Verizon air card for internet and EIMS access. Precinct Operations Manager has VPN remote access.

APPENDIX K - SECURITY PLAN

WAREHOUSE SECTION

Florin Station Evacuation: In the event of an emergency requiring building evacuation, the following procedures shall be followed:

1. Make designated assembly area known to all personnel (**Burlington Building – North Sidewalk**)
2. Warehouse Supervisor to procure the sign-in sheet used for temporary staff and assist the Precinct Operations Manager in accounting for all personnel in the building that day.
3. If time and safety permits, the Warehouse Supervisor will oversee the following:
 - Remove Forklifts and Pallet Jacks from building to a safe location
 - List of election material and documents to be removed, in order of importance:
 - Official Ballots
 - Voted Ballots
 - Roster Books
 - Blue Files
 - Historical Records
 - Personnel Records
 - Fiscal Records
 - Watermarked Paper (from SOS, for Mello Roos)

Loss of Florin Station facility: In the event of an emergency where the Florin Station facility is unusable, the following are possible facilities to accommodate election processing and returns:

- Sears Parking Lot at Florin Road and 65th Street
- DHHS Parking Lot at 7001 East Parkway
- North Corporation Yard at 5026 Don Julio Blvd

Wherever an alternate location is established, that site shall accept and secure the following election materials:

- Official Ballots
 - Voted Ballots will be delivered from Transport vans, including Vote by Mail and Provisional ballots
 - Blank ballot stock
- Additional election supplies and equipment

While safely at alternate location:

- Coordinate with Sheriff's Department for Security
- Coordinate with equipment delivery vendor for transportation, including the need for 2 extra trailers to handle Florin Station equipment returns.
- Coordinate with Delivery vendor for possible rescheduling of pick-up of election equipment

In the absence of storage equipment (Pallets, Hampers, Carts, Pallet Jacks, Forklifts, Big Boys, Shopping carts, Postal Cages) all election supplies and equipment will be transferred by hand.

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Off Site Equipment Storage: After Logic and Accuracy testing has been completed, Warehouse staff will coordinate with VST to deliver ballot tabulators to be securely stored at Sacramento County Office of Emergency Services. Stored equipment will be picked up after the canvass period is complete.