VOTER'S CHOICE
Registrar of Voters
Santa Clara County

Santa Clara County Registrar of Voters
Election Administration Plan (EAP)
General Consultation Meeting Minutes

Santa Clara County Social Services
379 Tomkins Ct., Gilroy, CA
Room 116
Wednesday, June 12, 2019
2:00 p.m. to 3:30 p.m.

Attendees Present:
Deputy City Clerk of Gilroy, City Clerk of Gilroy, City Clerk of Sunnyvale, and Member of Asian Pacific Islander American Public Affairs (APAPA)

Staff Present:
Shannon Bushey, Vanessa Hamm, Shelby Galaviz, Andrea Solorio, Magdalena Sta Maria, Priscilla Favela, Janora Davis, Mike Fong, Adrian Garcia, Bob Nguyen, Aaron Wong, Alfred Gonzales, Liz Oviedo, Eric Kurhi, Chipo Mulenga, Rachel Jung, Paulo Chen, Linh Nguyen, Patricia Lopez, Michael Borja, Darren Tan, Gerardo Aldana, Robert Wiedlin, April Bracamonte, Iliena Hernandez

Action Items:
- Send VCA postcards to attendees: Electronic versions and hard copies (GET TRANSLATIONS) for the communities to reach out and promote at their own meetings (when public cannot come to ROV meetings)
- Short video or PSA for communities (as well as newsletters and other promotional opportunities); possibly the short video presented by P&P

I. **Introductions**
   Welcome attendees

II. **Voter's Choice Act Overview**
   With the Voter's Choice Act (VCA), voters will now be able to choose how, when, and where they can vote. Voters can choose to vote by mail, drop off their ballot at a ballot drop-box, or have up to 11 days to vote in person at any Vote Center.
   Presentation of VCA overview was shown

III. **Goal of the Election Administration Plan**
   The Election Administration Plan outlines how the Registrar of Voters (ROV) will implement the changes related to VCA and will be developed together with input from the community.
   Overview of dates, resources, and goals

IV. **Vote Center/Drop-box Selection**

The ROV is seeking public input to assist the County with locating potential sites for Vote Centers and drop-box sites. Vote Centers need to be accessible and have enough space to properly service Santa Clara County voters.

Public Input/Questions:
1. Attendee: Asked for clarification of the Vote Center criteria (1/10K vs. 1/50K):
   a. ROV Staff: The VCA has a hard requirement of the number of Vote Centers that are required per 50,000 and 10,000 voters. Ten (10) days before Election Day, 1 Vote Center must be provided for every 50,000 voters. Three (3) days before Election Day, 1 Vote Center must be provided for every 10,000 voters. The ROV must also plan for a few days to set up/tear down the Vote Centers, so reservations may need to be up to 15 days total.
   b. ROV Staff: There will not be any "Mega Vote Center". All Vote Centers, though they may vary in size and location, will be able to provide the same services as the main ROV office. This includes, but is not limited to: Provisional voting, Conditional Voter Registration (CVR), replacement ballots, ballots on-demand, etc.
   c. ROV Staff: The ROV is in the process of researching facilities and what they offer as potential Vote Centers.
      i. ROV Staff: There are 14 criteria required by the VCA that the ROV's Precinct Operation's Division (POD) is using for Vote Center selection. These criteria include, but are not limited to, plenty of free parking for the public, proximity to varying communities, proximity to public transportation, accessibility/proximity to voters with disabilities, etc. There are also some important criteria to consider, not VCA requirements, i.e. plenty of outlets, ideally at least 60' X 60' in size, security, etc.
      ii. ROV Staff: The ROV has sent out emails to the City Clerks and City Managers trying to connect for help in the search for Vote Center locations. We are open to community centers, parks and recreation facilities, or any other suggestions.
   d. Attendee: Gilroy has an unofficial interface council (comprised of churches and other organizations) that may be helpful in choosing Vote Centers.
      i. ROV Staff: The ROV would be happy to reach out these organizations to present our plans and needs for input, or even train them on the VCA so that they may go into their communities and educate their peers.
   e. ROV Staff: Some facilities the ROV has used in the past, such as the Willey Cultural Center in Gilroy, is now unavailable. Other facilities used in the past, such as churches with larger areas or fellowship rooms, are still being considered.
   f. ROV Staff: Length of time (10 days) is hard for locations such as community centers to be able to continue to offer various programs such as meal programs, after school programs, etc. while we're occupying the space. Rent for the longer periods of times are often high and are also presenting a challenge to the ROV. ROV Staff: The VCA also calls for 4-day Vote Centers, leaving an option for facilities that may not be able to support a 10-day reservation.
   g. ROV Staff: The ROV sees this not only as an opportunity for us to provide the voters with a service, but for local organizations to look to give back to their communities as well. To "Adopt a Vote Center" of sorts. We can staff these centers with local voters as well to create an all-encompassing experience.
2. Attendee: How many Vote Centers does my city need?
   a. ROV Staff: Vote Center requirements depend on many factors, such as population density and access to public transportation, in addition to the 50K and 10K requirements.

b. Attendee: Expressed concern for time that may need to be taken out of the community schedule.
   i. ROV Staff: Potentially, using a community center or other community centric facility could equate to the cancelling of public classes or meetings for up to ten days. The ROV would, in this case, look at local community-based organizations (CBO) to see if they can lend the county a building that would be less impacted by the requirements of the VCA.
c. Attendee: What about libraries, schools, or churches? Aren't these types of locations in every city?
   i. ROV Staff: The ROV has used libraries, churches and schools in the past, but there are new limitations with the implementation of the VCA. For example, the ROV, when approaching these types of facilities, is given access to multipurpose rooms. These rooms may be used for various activities, meals, and so forth. Previously, these schedules would only be interrupted for one day. With the VCA, these facilities are more hesitant to give spaces that will be impacted for up to 10-15 days (including set up and tear down). Concerns for locations include: Safety (with schools, having public access; essentially an open campus for such a long period of time), programs, costs, open/closing time conflicts, etc. stand to pose challenges in establishing Vote Centers, but the ROV will continue to look into these options.
d. Attendee: Expressed concern of advertising new locations of Vote Centers vs. previous polling places.
   i. Attendee: The ROV should use previous locations of polling places as a starting point for Vote Center locations.
   ii. ROV Staff: The advertisement will be a part of the Election Administration Plan (EAP), and the ROV would appreciate any suggestions with ideas of where the best places are to advertise in the community.
   iii. Attendee: Suggestions to attempt working with county education authorities.
   iv. Attendee: CBOs can speak to school boards to emphasize support of using schools as Vote Center locations.
   v. Attendee: Try to get students and the local community involved in school-located Vote Centers (staffing, volunteers, etc.).
   vi. Attendee: Work to promote in the community to emphasize the importance of the election, versus the potential loss of community classes.
e. Attendee: Expressed concern of geographic locations; how the ROV will space out Vote Centers to make sure each area of the community is served properly.
   i. ROV Staff: The ROV is considering which community each Vote Center will best serve, along with population density, and the VCA required criteria for Vote Centers. The ROV is looking at all factors, including the VCA requirements, and the issue of rent in the area (as we are looking to rent our spaces for a longer period of time, not just a single day as previously practiced), and what the community needs.
   ii. ROV Staff: Reference made to the 50K map presented by GIS Mapping Division.
   iii. ROV Staff: The new VCA model is not limited to precincts as it was in the past.
f. Attendee: What about reaching out to big companies who are willing to open their campus to a be a Vote Center?
   i. Attendee: The ROV should try to contact PR departments of companies (i.e. Google, Apple).
   ii. Attendee: The mutual partnership can help with both parties' branding image.

        iii.   ROV Staff: The ROV welcomes the opportunity, but the requirements (most importantly, access to the public) still must be met as required by the VCA and the company must be willing to work with the ROV as well.

    g.   ROV Staff: Is there any input on drop-boxes and locations?

      i.   Attendee: The City of Gilroy would like to place drop-boxes inside <u>AND</u> outside locations such as City Hall for easier community access.

      ii.   Attendee: It would be helpful to make sure drop-boxes get emptied on a regular basis to make sure there is always room for ballots. Bigger boxes? Two boxes? Etc.

      iii.   ROV Staff: Drop-boxes have criteria such as they must be ADA accessible, accessible to the public, well lit, located in a safe area, able to be visually identified, also need a certain number of boxes per number of registered voters.

      iv.   Attendee: Possibly use the areas for post office mail drop-off for ballot drop-offs.

      v.   Attendee: Utilize drive-up drop-boxes where possible.

    h.   Attendee: Mobile Vote Center possibilities?

      i.   ROV Staff: It is still being considered whether the ROV will be providing a mobile Vote Center. This type Vote Center is not required but will be present in discussions moving forward.

      ii.   ROV Staff: If the ROV can place Vote Centers in all the appropriate areas, there will most likely be no need for a mobile Vote Center.

V. **Language Accessibility**

The ROV is seeking public input to assist the County with various means of providing language accessibility so that all eligible voters can understand the voting process and have equal access to the ballot. Examples include suggestions for historically underserved language communities and bilingual election officer recruitment.

Public Input/Questions:

1.   Attendee: Will the Vote Centers have translators on-site or 'call-in' phone translators?

    a.   ROV Staff: Potentially, both. Bilingual workers will be able to translate as needed and utilized where possible, and call-in services will be offered at all Vote Center sites when the occasion arises that the staff cannot provide language assistance. The ROV's goal is to have at least the four federally mandated languages be supported by bilingual staff at every Vote Center, if not, we will target Vote Centers where appropriate in order to strategically place the bilingual staff. The ROV is targeting language communities for the EAP meetings for feedback regarding any language concerns. The Language Accessibility Advisory Committee (LAAC) has been created to specifically address language needs and concerns for feedback. This committee's input will also be considered during the creation of the EAP.

2.   Attendee: Will the translators receive the same training as staff or volunteers?

    a.   ROV Staff: The ROV is not specifically hiring translators for Vote Centers. Bilingual staff will be certified to serve as translators as well. They are one in the same.

    b.   Attendee: Is there a timeframe for recruitment of this bilingual staff?

      i.   ROV Staff: Recruitment is always ongoing. We also have a list of staff we have used consistently in the past to help with recruitment.

      ii.   ROV Staff: Vote Center staff recruitment will most likely come once the ROV secures enough Vote Center facilities. So far, out of 500 inquiries, the ROV has found approximately 25 sites, proving the challenges we are facing trying to find suitable Vote Centers. This is why we need the public's help.

3.   Attendee: Is the ROV (and LAAC) willing to go out to the local community organizations, since they may not be able to come to the ROV?

     a. ROV Staff: Absolutely. In addition to the LAAC and Voter Accessibility Advisory Committee (VAAC), the ROV has established a non-VCA required Voter Education Outreach Coalition (VEOC) to spearhead outreach directly to local communities.

     b. ROV Staff: The VEOC is committed to help organizations and other areas of the communities get the word out about VCA and the changes coming to the County of Santa Clara. This coalition has begun trying to reach out to various CBOs, community leaders, and committees in the county to begin this process.

     c. ROV Staff: The EAP is also providing meetings in all federal and state-mandated languages throughout the county in an attempt to reach out to all of the various communities for input. All public will be able to attend the EAP Hearing on August 30, 2019 for any last amendments before the Secretary of State approves the EAP for Santa Clara County.

     d. ROV Staff: LAAC and VAAC minutes, as well as minutes for the EAP meetings will be available online.

4. Attendee: Gilroy is mostly a Spanish-speaking community which will need focus for that specific community.

     a. Attendee: The ROV should reach out to grassroots organizations for additional resources to the community.

         i. Attendee: Focus on the east side of Gilroy for Spanish, especially. Be aware of public transportation access. This area has been missed in the past and the Gilroy City Clerk wants to be sure the entire city is involved.

     b. ROV Staff: Any other outreach contacts can be submitted on the ROV website.

5. Attendee: Sunnyvale is in the process of redistricting and has valuable resources to share with the ROV.

VI. **Voting Accessibility**

The ROV is seeking public input to assist the County with various means of providing accessibility for senior voters and voters with disabilities so that all eligible voters can understand the voting process and have equal access to the ballot.

Public Input/Questions:

1. Attendee: Drop-boxes should be accessible for both drive-up and pedestrians. Drive-up options may solve parking issues.

     a. Attendee: One-way streets/streets divided by islands should have a two-sided drop-off.

     b. Attendee: Post-office drive-up ballot drop-boxes can be placed next to the drive-up mailboxes already present.

     c. ROV Staff: Vote Centers will also serve as drop-box locations.

     d. ROV Staff: The ROV will continue the use of Remote Access Vote-by-Mail (RAVBM), which allows the ROV to send a link to a secure ballot to the voter's email. The voter can then print out the ballot and complete it in the private, independent space of their own home and send it to the ROV office (it cannot be electronically submitted).

VII. **Outreach Opportunities**

The ROV is seeking public input to identify different venues and methods of outreach so as to best reach the County's voters and educate them on the elections changes that will come with VCA.

Public Input/Questions:

1. Attendee: Possibly create animated ads for the movie theaters (previews) or TV ads; make use of government channels, city websites, city newsletters, Nextdoor app, partnership with various districts or council members to advertise, in addition to social media.

a. Attendee: Fundraise to fill in any holes in the budget for advertising.
   b. Attendee: Really try to work with candidates, as the implementation of VCA impacts them directly.
2. Attendee: Request for handouts (digital formatted and hard copies) for the cities/CBOs/candidates to pass out or send out to the community directly.
3. Attendee: Gilroy suggestions for outreach:
   a. Send the postcards to cities
   b. Visit council meetings, possibly with a presentation
   c. Gilroy Today
   d. Gilroy Morgan Hill newspaper
   e. No local radio stations in Gilroy
   f. Mercury News
   g. Gilroy Garlic festival (last weekend in July)
4. Attendee: Sunnyvale council meetings usually contain "empty space" of time before meetings get started, ROV could possibly use this time to project information, PowerPoint and/or a PSA on loop. This could work for local government channels or local government meeting streams as well.
   a. Attendee: Community college/University radios/newspaper
      i. Vince Larkin (Radio, Stanford)
   b. Attendee: When the ROV reaches out to schools/boards/districts/candidates, remind them that the ROV helps them function through the elections themselves.
   c. Attendee: WeChat (Chinese multipurpose messaging and social media app), WhatsApp, various Facebook groups, etc. for targeting languages.