

County of Santa Clara

Registrar of Voters

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Language Accessibility Advisory Committee Meeting Minutes August 27, 2020 | 1:30-3:00 via Zoom

Join Zoom Meeting

<https://sccgov-org.zoom.us/j/95399430997>

Meeting ID: 95399430997

Dial in number: (669) 900-6833 US (San Jose)

Staff: Shannon Bushey, Virginia Bloom, Bob Nguyen, Liz Oviedo, Paulo Chang, Alfred Gonzales, Iliena Hernandez, Janora Blow, Michael Borja, Chipu Mulenga, Nina Jordan, Kellie Siegel.

Members: David Kim, Christopher Chin, Francisco Valenzuela.

1.) Review and approve minutes

- a. July 30, 2020 minutes
 - i. Motion to approve minutes by David Kim and second motion by Shannon Bushey to approve minutes passed unanimously.

2.) ROV Division Reports

- a. Voter Registration Division (VRD) (Julia Saenz, VRD Manager)
 - i. Presentation of VCA Mailer No. by Janora Blow
 1. Mailer No. 1 has been mailed. Registered voters should receive it in the mail by first week of September.
 2. Mailer messaging encourages voters to "Vote Safe, Vote from Home."
 3. Vote By Mail Ballots will be mailed out on Oct 5th with a pre-paid return ballot envelope. The ROV feels it is important to make voting easy and affordable for all.
 4. For in-person voting, voters are advised to utilize the early voting period to avoid crowds on election day. Vote Centers are open 10/31-11/3. COVID-19 safety guidelines are reviewed. Voters are advised to wear a mask, abide by social distancing parameters, and is also informed that personal protective equipment, such as gloves and masks, can be provided to voters at voting locations if needed.
 5. QR code on Mailer will direct voter to list of drop boxes and Vote Centers.
 6. Member asked if the ROV has any special messaging/language surrounding the safety of voting in person. Member is concerned ROV messaging indicates voting in person is not safe. ROV clarified that mailer does specify what safety precautions will be in place at Vote Centers to keep the public safe if they choose to vote at a Vote Center location.
 7. Mailer will be translated in all 13 languages.
 8. 2nd mailer will be mailed early October.
- b. Precinct Operations Division (POD) (Paulo Chang, POD Manager)
 - i. Vote Center Update

1. On target to have 100 vote centers open during the election period.
- ii. Vote Center Staffing Updates
 1. ROV is pleased to announce many Election Aides and Election Workers who worked in the March 2020 election have agreed to come back to work for the Presidential Election.
 2. New hires are still being recruited. Bilingual staff is highly needed.
- iii. Voter Education and Outreach Coalition (VEOC) Update
 1. Current outreach messaging is to vote from home as the safest way to vote, and to educate the community on voter registration deadlines. The VEOC is also working to educate voters on VCA, 4-day Vote Center voting opportunities, and regarding COVID-19 safety guidelines.
 2. Coasters, cards, and other swag will be distributed to other retail businesses to help spread the word.
 3. Postings are being made on social media to alert community of key deadlines for registering to vote and with information on the importance of voting.
- c. Admin Services (ASD) (Iliena Hernandez, Administrative Services Officer)
 - i. Bilingual recruitment
 1. Highest hiring need is for Japanese, Khmer, and Tagalog bilingual staff.
 2. Opportunities include in-office and vote center work. There is a minimum of 6 days of work, which includes setup, election days, and cleanup.
 - ii. Request for assistance
 1. ROV request LAAC members to share hiring flyer and needs with their committees.
- d. Public and Legislative Affairs (PLA) (Virginia Bloom, AROV)
 - i. Media Toolkit
 1. Educates on VCA changes and voting days at Vote Centers. Ballots will be mailed out 29 days prior to Election Day and early voting will begin October 5th at the ROV. ROV will be open 2 weekends in October for voting (10/24, 10/25, 10/31, and 11/1).
 2. Messaging includes “Be Heard by Nov 3rd” and “Vote Safe, Vote from Home.”
 3. Includes information regarding various voting tutorial videos currently posted on the ROV website.
 4. Lists social media platforms that will allow the public to link up with ROV for important updates/announcements.
 5. ROV requests members to share website and social media platforms with their committees.
 6. ROV is sending email blasts to public on voter education, including information on what to do if a replacement ballot is needed, key deadlines, etc.
 7. Toolkit has information on how to get “I Voted” sticker. Vote by Mail team has included sticker in mail ballot packet. Will be adhered to the voting instructions. A voter does not need to vote in person to get one.
 8. I voted placards are also available and can be displayed in cars and windows. The placard is available now.
 - ii. Filler page in CVIG will have information about voting from home, vote centers, and COVID-19 requirements and safety at Vote Centers. There will also be information about language and accessibility assistance. Will be mailed on 9-24-2020 to all voters.

3.) Next steps

- a. Future meeting key dates

- i. Members do not feel the need to have another meeting, but a member requested to have the ability to provide public commentary/feedback on Mailer No 2.
 - 1. 2nd Mailer is currently in production. Feedback is welcome but may be challenging to accommodate for this election considering production efforts already. Content in Mailer No. 2 is very similar to Mailer No. 1. Member understood.
- b. Future agenda items