

County of Santa Clara

Registrar of Voters

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Voting Accessibility Advisory Committee Meeting Minutes July 21, 2020 | 1:30-3:00 via Zoom

Join Zoom Meeting

<https://zoom.us/j/92071665810?pwd=VVpUTklSd0pzOVZNN29UV28rcHdxQT09>

Meeting ID: 926 7610 2988

Password: 836778

Dial in number: (408) 638-0968 US (San Jose)

Members: Christine Fitzgerald, Fred Nisen, Justin Knight, Maya Bareket, Lisa Quan, Jennifer Lucas, Lisa Cohen, Matt Cohen, Chris Gianola, Bill Hershon.

Staff: Virginia Bloom, Evelyn Mendez, Liz Oviedo, Julia Saenz, Alfred Gonzalez, Lilian Tsai, Paulo Chang, April Bracamonte, Jerry Lee, Steven Martinez, Chipu Mulenga, Bren Lehr, Mike Fong, Bob Nguyen, Martin Weakley, Michael Borja, Nina Jordan.

1.) Review and approve minutes of June 16, 2020

- I. Motioned to approve minutes by Member Quan, seconded by Member Bareket; approved unanimously.
- II. New member introduction of Justin Knight, who is Fred Nisen's Clerk

2.) ROV Division Reports

a. Vote by Mail Division (VBM) (Alfred Gonzales, VBM Division Manager)

- **Report on Remote Access Vote by Mail (RAVBM), and County Voter Information Guide (CVIG) daily usage from March Primary Election.**
- Presented the March 3rd Primary RAVBM and CVIG Site Hit Report by day. This report was from February 3rd through Election day for a total of 644 views/hits on the CVIGs. Based on the RAVBM and UOCAVA (voters overseas and Military) accessible section went to double digits towards Election day.
- Member asked how many ballots were received?
- VBM Manager explained the report showed the RAVBM system was accessed to vote in the March primary election, however they are unable to track how many were returned. VBM stated that they will do their best to track these numbers with the vendor for the November election and report back to the committee.
- VBM Manager added the Executive Order was to expand the use of the RAVBM, and we will make sure the voters are aware of this and provide this as option for them.
- RAVBM will be open and is available to everyone for the November General Election.

- VBM Manager confirmed this November Election will be quite different when it comes to the turn out stats because the two executive orders the Governor had issued. ROV office will include the two executives' orders when we do our final statements to vote. So that those people tracking the turnouts and who voted-by-mail and who went to a vote centers can have that additional information.
- **Discussion of Audio Recordings of local election materials tapes and request for feedback about equipment and need to continue this service.**
- ROV office recording audio tapes to digital format and we transferred to analogue to the audio tapes. The County of Santa Clara ROV is providing alternatives to our voters. In addition to the audio tapes, these are available in CD or USB, online digital download from our website and Democracy Live RAVBM is another option.
- VBM surveyed other counties to ask them what they are providing voters who are visually impaired. Alameda County only provides RAVBM, Madera County only provides RAVBM, Merced County only provides RAVBM, Napa County only provides a website with screen reader, Placer County only provides RAVBM, San Benito County only provides a website screen reader, San Obispo County has CD upon request and only RAVBM, Yolo County only has CD or USB drive only upon a request.
- VBM asked members for their feedback to make the transition from audio tapes for the community's use.
- Member stated clients have moved past audio tapes and no one has really asked for audio tapes anymore as their clients can access the website. Member suggested a flash drive would be best as technology has progressed.

b. Voter Registration Division (VRD) (Julia Saenz, VRD Manager)

- **Voter Action Request Form (VARF) review for changes needed, if any.**
- VRD Manager presented the updated VARF form – The four new languages were added to the VARF in the middle of the form, under “Update Voter Language Preference:”
- Members suggested to adjust the extra spaces and boxes under the “County Voter Information Guides section on the VARF form.

c. Precinct Operations Division (POD) (Paulo Chang, Precinct Operations Manager)

- **Voter Education Outreach Coalition (VEOC)** – Update from 7/7/20 meeting.
- POD Manager encouraged members to join us at the next VEOC Meeting on 7/22/20.
- The VEOC meeting is online and scheduled twice a month, per the request of the members.
- Members asked to be included in the upcoming VEOC meetings.
- POD to send email invite to members and include the link to access the VEOC meetings.
- The VEOC meetings will begin in August and September through early October (depending on the members availability).
- POD to e-mail the invite to members to attend 7/22/20 meeting.
- POD to update VAAC members at next meeting on 8/18/20.
- **Curbside Voting – Rainy Day Plans** – POD plans to have a designated parking area for the voter to call the number when they arrive, then we can go outside to assist the voter.
- Staff will wear ponchos, go outside to assist the voter by bringing them into the vote center to process their paperwork.

- **Vote Center Sites Update – (April Bracamonte, Supervisor POD)**
- POD received voter feedback and in the process of confirming vote center locations and we are almost at our desired number. In addition, we are revising all the Visio layouts of the equipment inside the vote center. This helps to determine vote center staff, placement of equipment, and the various stations. We took into account of the voter flow and most importantly we considered the ADA compliancy in reference to spacing and any modifications to be made to prop a door open or extend a parking space which we was included in the March primary election and will be included in the November general election which this was very successful.
- Last week ROV was on a call with the National Association of Election Officers and discussed ADA compliance and not all states enforce their counties to do so. California does enforce this, and the County of Santa Clara County takes this very seriously and takes pride in.
- Member asked if the Vista Center for the Blind is going to be a 4-day vote center.
- POD will provide an update later.
- Member is happy to hear of the accessibility and asked if we can encourage other states to do the same. Santa Clara county is leading the way in accessibility.
- **Vote Center Staffing Update – (April Bracamonte, Supervisor POD)**
- POD is hiring leads and aids (sit at each station and process our voter), and our wonderful volunteers.
- POD again is looking for all these positions which are temporary through the county and those interested may apply online the county portal. April Bracamonte is the hiring supervisor for the vote centers.
- POD asked to spread the word and those that are bilingual that can assist our bilingual communities.
- Member asked if we are concerned about staff for the November election.
- POD has reached out to the leads from March and currently have about 40-50 leads right now. Ideally, we would like two leads at each location and a minimum of 200 at vote centers.
- In the last week we had staff that agreed to come on board. But retracted their offer to assist us due to COVID-19 which brings a lot of concerns. In March, we met our numbers and placed staff at each location.
- ROV is requesting the assistance from all members to spread the word of our hiring needs for the November Presidential Election.

d. Public and Legislative Affairs Division (PLA) (Evelyn Mendez, PLA Manager)

- **Advertising and Messaging for November Election – sharing our preliminary plans and request for feedback**
- PLA is advertising on the radio, TV, digital and in print all to promote voting and recruitment for the November election.
- PLA shared the recruitment flyer and asked members to assist in getting the word out within their communities of our need for hiring for this election.
- PLA is advertising at the new Berryessa and Milpitas BART stations on the large screens to promote our recruitment and to vote and be heard November 3rd.
- PLA has advertisement on shopping carts in the local Safeway's, Lucky's and Foodmaxx for the next 3 months. Please snap a picture of that.

- VTA buses will have our advertisement on the BACK of their busses, and if you happen to be a bus rider our message and information will be on the inside of the bus.
- PLA now has billboards all around the County in print and electronic billboards along the freeway to get the message out to vote from home as it is safer, and voting starts on October 5.
- Member asked how many bilingual workers and translators the county is hiring.
- POD mentioned we look at all the vote centers areas and the dominate language to determine placement.
- Member as to get the flyers out to HOPE services and other agencies to those with intellectually disability that can get access to vote.
- PLA explained we have bilingual staff that translates documents, the How-To videos, the touch screen, and posters are being translated into several languages and subtitles are also added.

3.) **Election Administration Plan (EAP) Addendum** - Virginia Bloom, Assistant Registrar of Voters

- Presented the Election Administration Plan (EAP) Addendum which is posted to our website. The link to the *EAP addendum* is below:
<https://www.sccgov.org/sites/rov/VCA/EAP/Pages/EAP-home.aspx>
- ROV is currently under a public review and comment period regarding our addendum.
- The comment form is posted on our website and will be there for 30 days or until mid-August. The link to the *EAP Feedback form* is below:
<https://www.sccgov.org/sites/rov/VCA/EAP/Pages/eap-feedback.aspx>
- ROV has an update to our addendum plan and the current version plan is on our website.
- Santa Clara County will offer 4-days vote center sites and no longer 11-day sites **ONLY for this November due to the county deficient and COVID-19.**
- Members loved the new ROV logo.

4.) **Next steps**

- a. Future meeting key dates
 - i. **Aug 18**
- b. Future agenda items please email us agenda items