



Orange County Registrar of Voters
COMMUNITY ELECTION WORKING GROUP
NOVEMBER 16, 2017
SANTA ANA, CALIFORNIA

CEW Chair Lucinda Williams called the meeting to order at 9:35 a.m.

Present:

CEW Chair, Lucinda Williams, City Clerk, City of Fullerton
Karen Hamman, Director of Community Relations/City Clerk, City of Mission Viejo
Molly McLaughlin, City Clerk, City of Irvine
Michelle Lim, Voting Rights Policy Advocate, Asian Americans Advancing Justice, L.A.
Henry Noh Edmunds, Attorney
Tim Cheng, Commissioner, Irvine Community Services
Sandra Perez, National Director of Civic Engagement Policy, NALEO Educational Fund
Elizabeth Campbell, Systems Change Advocate, Dayle McIntosh Center
Debra Marsteller, Executive Director, Project Independence
Judith Barnes, Senior Community Representative
Anna Jimenez Plank, Poll Worker Representative
Suzanne Narducy, Poll Worker Representative
Diana Carly/Farrah N. Khan, Vice-Chairs for Fran Sdao, Democratic Party of Orange County
Matt Walsh, Executive Director, Republican Party of Orange County
Wanda Shaffer, Representative, League of Women Voters of OC
Lyle Brakob, Veterans Affairs Representative
CEW Vice-Chair, Steven W. Spillman, Chairman, Mission Viejo Investment Advisory Commission
Justin Berardino, Operations Manager, Registrar of Voters
Jackie Wu, Community Outreach Manager, Registrar of Voters
Imelda Carrillo, Election Services Manager, Registrar of Voters
AnnaSophia Servin, Training and Special Projects Manager, Registrar of Voters
CEW Secretary, Marcia Nielsen, Candidate and Voter Services Manager,
Registrar of Voters
Neal Kelley, Registrar of Voters

**WELCOME AND APPROVAL OF FEBRUARY 9, 2017 CEW MEETING MINUTES;
WELCOME TO NEW MEMBERS; OTHER HOUSEKEEPING/LUCINDA WILLIAMS,
CHAIR; REGISTRAR OF VOTERS NEAL KELLEY**

CEW Chair Lucinda Williams welcomed the group and led the self-introductions. She then called for review and approval of the meeting minutes from our November 11, 2017 meeting. She welcomed both the new members and the visitors. The new members are Matt Walsh and Henry Noh Edmunds; the visitors include Jacob Margolis, Diana Carly, Farrah N. Khan, and Michele Musacchio. Judith Barnes made a MOTION to approve the minutes, which was seconded by Molly McLaughlin. The minutes were APPROVED

with four members abstaining: Henry Vandermeir, Henry Edmunds, Sandra Perez, and Matt Walsh.

OVERVIEW OF LIMITED EARLY VOTE CENTERS FOR 2018 (AND UPDATE ON VOTE CENTERS IN GENERAL)

Neal Kelley stated that the planning process has already started for 2018. He discussed the extensive Vote Center planning, but mentioned that the Orange County Board of Supervisors did not approve Vote Centers for 2018. We will revisit this in 2019. In 2018, we will be hosting five Early Voting Centers that will offer all of the services of regular Vote Centers. They will operate a full 10 days and transition to polling places on Election Day. A voter will be able to get a replacement ballot, drop off a ballot, register to vote and vote as a conditional voter during the 14 days prior to an election. The sites will be strategically placed with ample parking, close to transportation centers, and positioned in all five supervisorial districts. He added that we will pilot electronic poll books in the June 2018 election. This should significantly help with the check-in process, allowing voters smooth voting access. The RFP for the electronic poll books is closed; there will be a contract soon. Neal Kelley also discussed the drop-box, wrapping and testing that is being done. This box will hold approximately 5,000 ballots which will be extracted twice a day.

Imelda Carrillo addressed the polling place re-alignment plan. This is being done because our voting equipment is past its life cycle. This relates to many aspects, including the manufacturing of parts that are no longer available. Aging equipment and lower volunteer participation rates are important factors in this plan. Some locations will have a reduced number of polling places which have been thoughtfully selected using historic turnout and vote-by-mail history. This will allow us to send out less equipment and will not impact the voters.

Imelda Carrillo said that there has been an increase in vote-by-mail voting throughout the county combined with a decrease in the number of polling place voters. She discussed linking precincts to better serve the voters. Imelda Carrillo stated that with fewer polling places in condensed areas, there will be less confusion for the voters. We will conduct a study of the best available sites from 2014. The total number of registered voters and the total number of vote-by-mail voters are considered in selecting the best sites. Parking, ADA compliance, size and location are also important factors in these decisions which link more precincts to a single polling place. Molly McLaughlin asked about demographics such as senior voters. Imelda Carrillo responded by stating that we will add this to the checklist to make certain we consider what is best for the communities. Neal Kelley will circulate this draft plan to the group for feedback.

OVERVIEW OF CEW VOTING ACCESSIBILITY COMMITTEE AND CEW VOTING LANGUAGE COMMITTEES

Imelda Carrillo discussed the federal VRA languages (Chinese, Korean, Spanish and Vietnamese) and the state-mandated languages (Hindi, Khmer, Japanese and

Tagalog). Once candidate filing has concluded, the precincts can be finalized and forecasts can then be made. We utilize numbers from the Department of Justice and the Secretary of State's office, but we are more vigorous and recruit more than the required number of poll workers. Imelda Carrillo compared the number of bilingual poll workers needed in 2016 with estimates for the 2018 election cycle. She stated that our numbers are higher than those required by the Department of Justice. We attended 131 events in 2016 compared to the 30 events we attended in 2010. We will continue to reach out to the community in 2018.

Imelda Carrillo announced the creation of two new independent committees that were established in June 2017: CEW Voting Accessibility Committee and CEW Voting Language Committee. These groups were created to consider the needs of voters with disabilities and language minority communities and further enhances engagement with specific community groups. Many of the members are CEW members, but there are also outside members. We will continue to collaborate on new opportunities and voter education. We are interested in getting input on future voting equipment design and reaching out to a wider audience.

AnnaSophia Servin discussed an event held at the Dayle McIntosh Center. She stated that it was a successful event and allowed voters to vote independently on the electronic voting system. Elizabeth Campbell enjoyed the opportunity to co-chair this committee and appreciated the outreach to members of the disabled community to increase participation.

AnnaSophia Servin asked for input on state-mandated language requirements and translations and stated that our goal is to increase voter participation and have more poll workers with language skills as Election Day volunteers.

ELECTION SECURITY OVERVIEW; FBI INVOLVEMENT; 2016 CYBERSECURITY REVIEW

Neal Kelley discussed election security, which is a critical focus for our office. He introduced our guest speaker, Jake Margolis, Chief Information Security Officer for Orange County. He described how threat intelligence is used in the County and how critical it is to educate the end user which can compromise systems. He added that we have to proactively mitigate against attacks. The County has implemented policies and procedures that must be followed.

Jake Margolis reviewed current technology initiatives which focus on people, technology and validation. He discussed the importance of good firewalls, anti-virus protection and the prevention of accidental sharing of sensitive information. He stated that these protections require concentric layers of security. We need to mitigate risk, prevent data loss and protect sensitive data. He stated that the primary purpose of threat intelligence is to help organizations understand the risks of the most common and severe external threats. His department matches vulnerability with real time threats and shares information about attacks to help prevent problems. Our partnership with the Cyber

Security Joint Task Force helps us prevent and explain threats. The most important part of a security program is to have a plan in place.

Neal Kelley discussed voter fraud, including registration fraud, ballot box stuffing, altering ballots, and altering returns. He said this has not been a widespread problem from 1934 - 2017. In 2018, the law changed to allow committees to pick up vote-by-mail ballots and return them for voters; previously, a family member needed to return a voted ballot on behalf of the voter. Neal Kelley said that Russia has attacked 21 states including California and that there have been approximately 180,000 scans per day. He added that our defenses help prevent scans from getting through. Neal Kelley stated that threats against elections will continue. On January 6, 2017, DHS designated the U.S. Election Systems as critical infrastructure, elevating the importance of elections.

Neal Kelley discussed his work with the Homeland Security Sector. He described how older threat methods are being replaced by new risks. Threats do not have to be physically close to change something, and can include accidental events, natural disasters, and events affecting the public's trust.

OVERVIEW OF DEPARTMENT OF HOMELAND SECURITY (GOVERNMENT COORDINATING COUNCIL); MS-ISAC MEMBERSHIP AND CYBERSECURITY PROTECTION

Justin Berardino discussed working with MS-ISAC regarding cybersecurity operations centers that maintain close coordination among the private sector, government officials, the intelligence community, and law enforcement.

2018 CYBERSECURITY AND ELECTION SYSTEM PROTECTION PLAN (NON SECURE OVERVIEW); PARTNERSHIP WITH OC INFORMATION & TECHNOLOGY INFORMATION SECURITY

Mike Hirad discussed anticipation, mitigation and collaboration techniques on proactively increasing our security posture. He stated that our approach is using administrative, technical, and physical controls in place as overarching principles. We are working on changing our cybersecurity culture by educating and training our staff. In addition, he stated that our staff cybersecurity training and awareness program helps employees understand that information security is everyone's responsibility.

Mike Hirad stated that the core principles of information security are confidentiality, integrity and availability. It is critical that data is accurate and only accessible to key individuals. He added that we also make certain system servers are highly available.

Neal Kelley said that the current voting system security is slowly changing as modern systems are being introduced. He stated that we are helping to craft the design of future voting systems designed with security within the design. He added that new systems must be upgradeable. He stated that it is mission critical to have our voting system running properly. Therefore, he described the plans in place to ensure availability and reliability of the electronic voting system. These plans include having extra equipment

that can be dispatched to a polling place if needed, the use of paper ballots, and physical controls. We also perform audits and capture chain of custody documents. The same security approach will be implemented at Vote Centers.

CEW Chair Lucinda Williams concluded by stating that our next meeting would be February 15, 2018 at 9:30 a.m. The dates for the language and accessibility meetings will be announced shortly. The Registrar of Voters' staff will reach out to CEW members that are approaching the end of their terms to determine if they are interested in continuing their membership. She stated that the Chair and Vice-Chair will be elected at the next meeting.

Karen Hamman made a MOTION to adjourn, which was seconded by Wanda Shaffer and APPROVED UNANIMOUSLY.

The meeting concluded at 11:30 a.m.

Respectfully submitted,

Marcia Nielsen, Secretary