



Orange County Registrar of Voters
COMMUNITY ELECTION WORKING GROUP
OCTOBER 13, 2011
SANTA ANA, CALIFORNIA

Neal Kelley, Registrar of Voters called the meeting to order at 9:37a.m.

Present:

Karen Hamman, City Clerk, City of Mission Viejo
CEW Vice Chair, Linda Andal, City Clerk, City of Anaheim
Sharie Apodaca, City Clerk, City of Irvine
Lucinda Williams, City Clerk, City of Fullerton
CEW Chair, Eugene Lee, Voting Rights Project Director, Asian Pacific American Legal Center
Gladys Negrete, Data Analyst, Civic Engagement, NALEO (Alternate)
Eddie Marquez, Chair Elect, OC Hispanic Chamber of Commerce
Zeke Hernandez, President Santa Ana Chapter, LULAC
Hillary Sklar, Attorney, Disability Rights California
Judy Barnes, Senior Community Representative
Anna Jimenez Plank, Poll Worker
Suzanne Narducy, Poll Worker
Wanda Shaffer, President League of Women Voters of North Orange County
Lyle Brakob, Veterans Affairs Representative
Viola Sadler, At-large representative
Brett Rowley, Community Outreach Manager, Registrar of Voters
Imelda Carrillo, Election Services Manager, Registrar of Voters
CEW Secretary, Marcia Nielsen, Candidate and Voter Services Lead, Registrar of Voters
Neal Kelley, Registrar of Voters

WELCOME / APPROVAL OF APRIL 21, 2011 CEW MEETING MINUTES / OTHER HOUSEKEEPING

Neal Kelley welcomed the group, followed by self introductions. He thanked the group for their service for the past two years. He invited members to retain their membership if they are still interested. He added that input from this group has directly changed the way we do business. This is evident in how we communicate to voters, resolve ADA accessibility issues, print languages, conduct language outreach, and consolidate poll sites.

Chair Eugene Lee called for review and approval of minutes from the April 21, 2011 meeting. Wanda Shaffer made the MOTION to approve, which was seconded by Anna Jimenez Plank and APPROVED UNANIMOUSLY.

Chair Eugene Lee next discussed the positions of Chair and Vice Chair and two-year terms for members. He asked that we delay elections until our meeting in January, 2012. Suzanne Narducy made the MOTION to approve, which was seconded by Viola Sadler and APPROVED UNANIMOUSLY. Wanda Shaffer asked if Chair Eugene Lee is willing to serve another term. Chair Eugene Lee stated he is willing, but wants others to have the opportunity to participate.

Chair Eugene Lee reminded us that we discussed staggered terms for members at our first meeting. Members have one or two year terms with no term limits. Zeke Hernandez made the MOTION to delay appointments until January 2012, which was seconded by Anna Jimenez Plank and APPROVED UNANIMOUSLY.

PREVIEW OF NEW WEBSITE (SET TO LAUNCH DECEMBER 2011)

Neal Kelley previewed the new Registrar of Voter's website. He stated that the web servers are running and that we are using freeware and open source technology to manage the system. All work has been completed in-house.

There are many interactive elements in our new website, making it more effective for voters. Neal Kelley added that the design of our new website is 90% complete. The major portion of work to be completed is content development. We will be the first in the country with a real time Data Central section. Information on petitions, parties, and registration will be updated in real time. It will also be possible to see graphs of trends in tabbed format of vote-by-mail ballots issued/returned, the latest Report of Registration, and candidate information. This data is all public, but it has never before been available in one location.

Neal Kelley added that the new website will make it easier to purchase our data online, if the buyer is qualified to do so. Privacy will be respected, as discs will be shipped out only after a signature and ID have been provided. The website will also have an Election Studio featuring professional multimedia segments. Community sections will be expanded with use of discussion boards. Neal Kelley explained that the Election Knowledgebase will contain easily searchable answers to most questions using a Google format. A Photo Gallery section will contain downloadable images and audio clips. There will also be an Election Library for our handbooks, which will be broken down into FAQs. Other new features include enhancements to the City Clerk Partnership, election results, and a single voter look up feature. This unique tool will allow a voter to view everything pertinent to him/her, such as registration, vote-by-mail ballots, and poll site information. The Stay Connected section and webinars will also be enhanced and will include video and interactive features. Material will be cross-referenced, making it easy to use.

Linda Andal asked for items to be highlighted for City Clerks in preparation for November 2012. This will provide immediate access to information quickly and easily. Neal Kelley stated that our office has improved this module in response to the surveys from the City Clerks.

Ben Hamatake led a discussion on managing translations. He spoke about the content management system which will automate the tracking process. The new system has bilingual features with a built-in tracker, and will not require manual editing which has been problematic. Neal Kelley liked Zeke Hernandez' suggestion that we have newsfeeds and press releases translated. Dynamic pieces will use Google translations, but all other materials will be translated by our team. Justin Berardino explained the Typo3 intuitive content management system.

Justin Berardino also explained that this system will allow better translation management. It gives our translators more control over website translations, improving the experience for users viewing translations because they can follow page by page. Eddie Marquez asked Neal Kelley if we could track how many users view the website in the different languages. Neal Kelley responded affirmatively, and said we will continue to ensure that voters receive information through many avenues.

Hillary Sklar discussed ADA compliance on our website with Justin Berardino. Hillary Sklar volunteered to provide members of the disabled community for testing. Justin Berardino said that we use current ADA guidelines to improve accessibility. Neal Kelley said that we will have

soft launch in December, which will include CEW members and members of the disabled community. The hard launch will follow sometime around January 2012.

U.S. CENSUS BUREAU RELEASE OF DATA / COVERED LANGUAGE JURISDICTIONS

New language requirements for voting jurisdictions will be published in the federal register today. Numerous jurisdictions will be required to add additional languages. We anticipated that Tagalog might be added to Orange County as an additional language to provide election materials in, but this announcement reflected that there will be no changes.

NEW PROVISIONAL BALLOT PROCEDURES / REDESIGN OF PROVISIONAL BALLOT ENVELOPE

In response to input from this group and our poll workers, Neal Kelley announced that we have designed a new provisional ballot envelope and made appropriate changes in provisional processing procedures. He discussed the history of provisional voting and revealed the new consolidated envelope design. There is now only one envelope, no provisional roster, or an access code required to verify one's vote. The process should be easy to follow for the poll workers, as they focus only on the items in gray; the voter only completes the white portion with red ink. We tested these changes in focus groups. The Information for voters on the provisional envelope is translated in all five languages.

ADA POLL SITE GRANT UPDATE / REVIEW OF FUNDS RECEIVED AND PLANS FOR IMPLEMENTATION

Imelda Carrillo provided an update to the \$236,000.00 ADA Poll Site grant, funded by federal HAVA funds. She said the grant allocates for the following: **Assessing Accessibility** - \$65,425.00 to cover the purchase of new survey kits, cameras, tools, levels, surveyors; **Equipment** - \$165,575.00 to purchase new signage, chairs, ramps, cones, new ballot call systems, and improved ballot calls; **Training Material** - \$3,000.00 to cover training stipends for Poll Worker Trainers; and **Educational Materials** - \$2,000.00 to educate poll workers on how used to make website more accessible. Our office continues to focus on assessments of poll sites. Imelda Carrillo added that any poll site surveyed prior to 2007 will be reviewed. Hillary Sklar volunteered the help of the disabled community. There was discussion about recruitment of disabled voters to serve as poll workers and the ADA assessment process. Neal Kelley noted that we have a number of poll workers from the disabled community. Hillary Sklar is concerned that public restrooms that are not ADA compliant might be a bar for disabled voters working as poll workers. Neal Kelley stated our office encourages diversity and openly recruits anyone interested in working the polls. Hillary Sklar suggested we add messaging to our website welcoming disabled voters to serve as poll workers. Neal Kelley welcomed this suggestion. Zeke Hernandez asked if we could also message returned military personnel to serve as poll workers.

ONLINE VOTER REGISTRATION PROJECT / LEGISLATIVE AND FUNDING UPDATES

SB397, a bill that requires online voter registration, was signed last week by Governor Brown to be in place by 2012. The DMV opposes this and wants to delay it until the statewide database project is complete in 2015. Since a voter would be inputting his/her own information, this could mean fewer errors and higher voter participation. One of the challenges is that the funding for this project - 2.7 million dollars, has not fully been identified. We applied for a FVAP grant in conjunction with Trinity and Los Angeles counties. Neal Kelley noted there are additional challenges to online voter registration: Communication with the DMV and the need for a driver's license to register online. Justin Berardino discussed the interim solution that is being considered by the Secretary of State.

UPDATE ON 2012 JUNE PRIMARY ELECTION

Neal Kelley reviewed the contests on the ballot for the June 5, 2012 Primary Election. These include President, US Senate, Congress, State Senate, Assembly, County Board of Education 1st, 3rd, 4th, Supervisors, 1st and 3rd, judicial offices, and central committees. The close of candidate filing is March 9; the close of registration is May 21. Redistricting should be complete by mid-November; our office is still proofing the lines.

Another new feature our office will be premiering is online candidate filing for our candidates. This new system is designed to save time for the candidate, allowing him/her to print out certain documents, pay the filing fee or submit a candidate statement online. Lucinda asked if this process would be extended to city candidates, but Neal Kelley said the fact that the City Clerk is the filing officer makes this difficult. He said we will re-evaluate this after we have implemented the program in our office.

Zeke Hernandez remarked that the Board of Supervisors acknowledged the work of Neal Kelley and the Registrar of Voters. Neal Kelley thanked the CEW for its guidance and support.

Chair Eugene Lee set the date of our next meeting on January 19, 2012 at 9:30 a.m. Neal Kelley emphasized the importance of keeping a full calendar with the elections in 2012. He wants input from this group on schedules, printing and different issues.

Neal Kelley extended condolences for the Seal Beach victims.

Zeke Hernandez made the MOTION to adjourn, which was seconded by Viola Sadler and APPROVED UNANIMOUSLY.

The meeting adjourned at 11:16 a.m.

Respectfully submitted,

Marcia Nielsen, Secretary