
REBECCA SPENCER
Registrar of Voters



ART TINOCO
Assistant Registrar of Voters

REGISTRAR OF VOTERS
COUNTY OF RIVERSIDE

Voting Accessibility Advisory Committee (VAAC)
Meeting Minutes
July 29, 2021 | 10:00 a.m.

Members:

Julie Caban, Chair
Larry Smith, Vice Chair
John Kopp, Committee Member
Gabriel Taylor, Committee Member
Janet Bernabe, Committee Member

Guests:

Ronak Patel
Allison Lim
Reina Miller
Bob Warburton
Sarah Manwaring
Valerie Florez
Denise Hunt
Deborah Cole
Stephanie Roseen
Sabdi Sanchez

Registrar of Voters Staff:

Rebecca Spencer, Registrar of Voters
Paul Burgarino, Chief Deputy Registrar of Voters
Alma Del Carmen, Elections Technician II, Registrar of Voters
Carlos Romero, Elections Technician III, Registrar of Voters
Michael Blalock, Temporary Elections Assistant, Registrar of Voters

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Meeting Commenced at 10:00 a.m.

I. Welcome/Introductions

Introductions were made of the following staff: Registrar of Voters Rebecca Spencer and Committee Chair Julie Caban. Following staff introductions, attendees of the meeting made introductions.

II. Approval of April 29, 2021 Minutes

John Kopp made a motion to accept the minutes; Allison Lim seconded. Minutes were accepted.

III. E-Learning Module for Surveying and Mitigation Presentation

Larry Smith introduced Carlos Romero and Michael Blalock from the Registrar of Voters Elections Officers and Polls team, who presented the office's new E-Learning Training Module to the committee. The E-Learning Module is a step-by-step training of the surveying process for potential polling places using the Secretary of State's Polling Place Accessibility Checklist as a guide. The goal of the E-Learning Module is to provide consistency in training and better outcomes out in the field when accessing a site. This no cost training enhancement will enhance the department's goals of ensuring polling places are properly set up to allow voters to have equal access to voting in the County of Riverside. John Kopp asked if members of the VAAC Committee could have access to the E-Learning Module. Rebecca Spencer indicated the office will share the E-Learning Module to members who are interested.

Deborah Cole asked if Closed Captioning will be available for the E-Learning Module. Paul Burgarino shared that the learning module is intended to provide training to temporary staff members during elections and no team members have indicated the need for closed captioning.

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IV. Discussion of Upcoming 2021 Elections

Julie Caban shared that the City of Riverside held an all-Mail Ballot Election on June 8, 2021 for City Council Wards 2, 4 & 6. There were 69,650 voters for those wards with 13,505 ballots received. A total of 10 ballot drop off sites were available throughout the city, including Blindness Support Services, which served as an in-person voting location on Election Day only. The June 8th election was certified on June 24, 2021.

Ms. Caban shared about the Temescal Valley Water District would have a special election on August 31, 2021. This election is unique because only landowners in that district participate, and that the results are hand counted by Registrar of Voters staff members. This election has an anticipated certification date of early September.

Ms. Caban shared that select areas of Riverside County would have a special election on November 2, 2021. Participating areas include the cities of Moreno Valley, Riverside, Indio and a one council district in the city of Hemet. This election will have 34 Polling Places, including the Registrar of Voters office, and 4 VBM Drop-Off locations at City Halls during normal business hours. More information will be forthcoming at the next VAAC meeting, Caban said.

v. Governor Recall Election Update

Ms. Caban shared that the September 14, 2021 California Gubernatorial Recall Election will be an all-mail ballot election, based on the guidelines set by state law. The setup for the Gubernatorial Recall Election will be similar to the November 3, 2020 Presidential General Election. The Registrar of Voters plans to hire 1,350 volunteer elections officers to work at 145 Polling Places, including 290 individuals who will work in pairs as site leads.

Rebecca Spencer shared there will be a County Voter Information Guide and a State Voter Information Guide for the September Recall Election.

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The State Voter Information Guide will be mailed by the Secretary of State's office and contain candidate statements for the gubernatorial candidates on the ballot. The County Voter Information Guide features a one-card, double-sided sample ballot. The front shows the recall question "Shall Gavin Newsom be recalled from the office of Governor" with the opposite side containing the list of candidates to succeed Governor Gavin Newsom if he is recalled. The ballot instructs voters to vote both sides of the ballot. Ms. Spencer reminded the group that voters do not have to vote on one question to be able to for the other; as is the case with any other election. Ms. Spencer shared that the County Voter Information Guide will provide the voter the location of their Polling Place. Riverside County has seven different ballot types for this election, based on the number of assembly districts in the county. Candidate placement on the ballot rotates for each assembly district through a random alphabet drawing conducted by the Secretary of State's office.

Mr. Kopp asked with the ballots being mailed out on August 16th, when should the voters expect them to arrive. Ms. Caban shared that voters should expect them to arrive at least a week after they are mailed out. Ms. Spencer also shared that by law the Registrar of Voters is required to start the mailing on August 16th with the mailing completed within five days.

Ms. Cole asked if there was 102 drop off sites and if so what are the hours of operation. Ms. Cole also asked how will voters know who is responsible for collecting ballots. Mr. Smith shared that there will be three staff members at every drop off location, with the hours of operation from 10:00am - 3:00pm. Each staff member will have a yellow lanyard and a badge with the staffers name and title listed. Ms. Cole asked if August 20th was the last day that a voter can request a ballot or receive a ballot by mail. Ms. Spencer shared that supplemental mailing for new registrants are done after August 20th so the major push of mailing out 1.3 million ballots must be completed by August 20th. Ms. Spencer shared that voters continue to register to vote daily up until election day with supplemental mailings issued every five days. Ms. Cole asked if it was possible to obtain a sample ballot to translate for the deaf community. Ms. Spencer shared that she

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would provide Ms. Cole with a sample ballot to assist in translating for the deaf community.

Allison Lim asked what educational outreach plans the Registrar of Voters has for the recall election, specifically for the voters with disabilities. Ms. Spencer shared that the Registrar of Voters will be working with the County Public Information Office on radio and internet ads. She added that the Registrar of Voters office will continue to work with VAAC committee and other community partners to help distribute materials throughout the community.

Ms. Spencer shared during the November 2020 election one concern that was noted was how often voters receive duplicate ballots. There is a valid reason for voters receiving duplicate ballots. The Registrar of Voters runs a file that pushes out the correct ballot and mailing address data to all nearly 1.3 million voters in the county, in anticipation of mailing to voters on August 16, 2021. A snapshot of the voter file is taken at that time to create this mailing file. Ms. Spencer explained that there will be changes to this voter file between this snapshot date all the way up to election day; voters who register to vote, change addresses or make changes at the DMV with their driver's license will automatically have a second ballot generated. Both ballots are tied to one voter so when one ballot is returned to our office and is verified, the second ballot will be automatically voided.

VI. State VAAC Update

Reina Miller provided an update from the State VAAC meeting that was held on July 21, 2021. The first item was the OVSTA team, who do the certification of voting technology. The OVSTA team are currently working on testing Los Angeles County's Remote Accessible Vote by Mail system. The purpose of the testing is to ensure that the system is working properly and to provide any necessary feedback before it moves on for certification. Ms. Miller will email those test dates when they become available. The second update was the Voters Choice Act Team. The Voters Choice Act

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Team shared that there are quite a few counties that will be going VCA for the June 2022 Election. One specific topic was the accessibility of petitions and how we can make petitions more accessible. Currently, the issue is that if a voter is visually impaired or legally blind they are unable to read the petitions themselves. Voters must rely on the circulator to read the petition to them which may not be the full petition text or they may summarize it differently than the way it is written. The Secretary of State's office is working on resolving that issue to allow a voter to have the assistance of someone who can read the petition word for word. More updates on petition accessibility for the disabled to follow. Lastley, Ms. Miller shared that VAAC tool kit is currently being updated. Ms. Miller welcomed any feedback or suggestions from the committee as she works on updating the VAAC tool kit. The next state VAAC meeting will be held on September 15, 2021.

VII. County Executive Office Report Update

Ms. Spencer shared that the Riverside County Executive Office reviewed staff's After Action Report from the November 2020 Election and submitted it to the Board of Supervisors on May 2021. The Registrar of Voters is required to report back to the board in August 2021. Ms. Spencer shared that a majority of the recommendations are already being incorporated in plans for the Recall election. A few of the items included adding more laptops for voter processing at each vote center in an effort to avoid long lines. The Registrar of Voters plans to increase the number of laptops at each site from three to five, starting with September's Recall Election. Another recommendation was to increase the number of ICX machines at each polling place. For the November 2020 Election there were six ICX machines at each polling place. There will be an increase to that number to a total of 10 ICX machines at each polling place for future elections, but there isn't enough time to make that increase before the Recall. Ms. Spencer also shared that the report also recommended moving to the Voters Choice Act for 2022. These will all be turned into Board of Supervisors for further review and discussion.

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VIII. Other Business

Bob Warburton shared his appreciation of the hard work that the Registrar of Voters did in making the November 2020 Election such a success.

IX. Public Comments

There were no comments from the public.

X. Adjournment/Next Meeting

Meeting adjourned at 11:00 a.m.

The next meeting is TBD.