

SOS-CACEO Brainstorming Session
Thursday, August 7, 2008
9:00 a.m. to 11:00 a.m.
Notes

CACEO Members present:

Jill LaVine, Sacramento County
Cathy Darling, Shasta County
Julie Bustamante, Lassen County
Gail Pellerin, Santa Cruz County
Lee Lundrigan, Stanislaus County
Lindsey McWilliams, Solano County
Barbara Dunmore, Riverside County
Neal Kelley, Orange County

SECRETARY OF STATE staff present:

Evan Goldberg, Chief Deputy SOS
Cathy Mitchell, Chief, Elections Division
Jennie Bretschneider, Assistant Chief Deputy SOS
Jana Lean, Elections Specialist
Debbie O'Donoghue, Deputy SOS, Voter Education
Joanna Southard, Assistant Chief, Elections Division

CACEO Vice-President Gail Pellerin opened the meeting by noting CACEO President Becky Martinez was ill and Gail would be filling in during her absence. She stated that we are looking forward to working with the SOS office. She specifically highlighted areas of commonality and said that we each share those mutual concerns. She added that we are looking forward to a good relationship and working together to make sure we have a transparent election.

Cathy Mitchell of the Secretary of State's office welcomed all of the attendees and made introductions. She noted that the agenda that was put forward was a working agenda and additional items could be added if needed.

Item 1, Communications Tools – It was noted that the CCROVs were not coming out to everyone on a consistent basis. Cathy Mitchell said that it has been better and acknowledged they are working on the issue. SOS is looking to get CCROVs out on the SOS's website for easy access and that should be available shortly (unless the information is confidential – such as personal contact information).

SOS is also working to get up RSS feeds. It was pointed out that each unit in the SOS office maintains different lists and they are working to consolidate those lists (for example CCROVs are sent from both the Administrative offices as well as Elections).

Cathy Darling suggested having CCROVs for initiatives on a separate page in one locations.

Item 2, Notification of Voting System Decisions – Jill LaVine stated that her vendor was notified of certification but she was not. Evan Goldberg pointed out the RSS feeds should help in that area (which will help in notifications to the counties). SOS will continue to work on being proactive when notifying the counties. While there are not standards on what goes into a CCROV they have been working hard to provide a large volume of information for the counties.

Item 3, SOS Sharing Ideas On Website - Debbie O'Donoghue is currently building a page for the SOS website on best practices. They will be in contact with individual counties to ask if they can put specific items on the site. Cathy Mitchell pointed out that several items are currently posted such as Orange County's outreach brochure. Although CACEO has a best practices website it was agreed that having two websites is a good idea.

Lee Lundrigan pointed out that it would be helpful if the SOS website was updated along with the counties (so that the links are consistent and updated).

SOS noted that they change their website frequently and work to make sure the links are updated. For the best practices page they would work to make sure the documents would be updated. It was pointed out collectively that the counties also need to make sure that their documents and links are updated.

Item 4, Monthly Conference Call – The monthly conference calls with Secretary Bowen and the counties will continue the third Wednesday of each month. The next call is currently set for August 20th at 10 a.m.

It was requested that questions be allowed after every item on the agenda. SOS staff will talk with the Secretary but they felt that too many questions could be asked and that would hold up the agenda. Evan Goldberg pointed out that how to manage that issue is difficult but they would discuss it.

Item 5, Working Groups and Subcommittee Participation – Jill LaVine needs Lowell Finley's input on the HAVA committee. There are many items and requirements for re-certification discussed by the committee and therefore SOS input would be helpful. Often times vendors are not on the same page and the flow of information would be helpful. This includes improving the flow of information between the counties and the SOS (as discussed previously). SOS states that a new attorney is on board with the SOS (Cy Rickards) and he is able

to provide information on big picture items related to HAVA and certification. Evan Goldberg pointed out that he has a good background and experience related to elections.

Gail Pellerin added that there will be a list of all committees on the CACEO website and that the SOS will be aware of what standing committees are in existence.

Lindsey McWilliams stated that the provisional committee was formed and have been examining many issues but that it was very difficult to get off of the ground.

Evan Goldberg concluded that what is general statewide policy versus interpretation of the code often times comes into play, and the idea of providing the counties with legal opinions is a double-edged sword for the counties and the SOS. The idea is to provide statewide consistency and pointed out that opinions are not being issued from the SOS office (he doesn't believe one has been issued since 1980).

Item 6, Partnership Between CACEO and SOS – Debbie O'Donoghue asked if there was/is a way to create a subcommittee to explore voter education and outreach. She would like to brainstorm about ways to share ideas.

Gail Pellerin noted that area chairs work together on outreach activities and that the lists of area chairs and their activities should be sent to Debbie from counties that list outreach personnel from each county.

It was a collective agreement that advanced promotion of "midnight madness" at the 15-day close of registration is important. SOS noted that the media likes the events and that there are thousands of voters who take advantage of the opportunity to register. The flip side is that we need to start earlier to promote them and the SOS will be working on that.

Item 7, Regional Training – Cathy Mitchell would like to conduct (and feels it would be useful) regional training on election night reporting. She pointed out that there are many issues you don't think about until they come up election night – which would mutually benefit everyone involved. SOS has an idea to create a training team to train the counties on election night reporting. They would like to hear input from the counties and get to know (generally) what the counties do with respect to election night reporting.

Cathy Darling suggested showing behind the scenes photos of what and how things are done (to provide visual ideas). Also covered would be the preparation of the statement of votes.

Item 8, Election Day and Poll Worker Training Guidelines – With respect to Election Day and poll worker training guidelines many members of the group felt

that meaningful feedback would be helpful. SOS said that February feedback is posted on the website with an overall observation of the election. It was pointed out that Kay Kaufman of the SOS calls counties informally and provides feedback (and many of the counties present confirmed this and added that it is very helpful).

Gail Pellerin suggested a partnership with UC Berkley and SOS to improve observation. She said Berkley provides a detailed report on poll worker observation. SOS is aware of the Berkley reports.

Cathy Mitchell noted that the BSA poll worker training audit was on the agenda because the SOS is not clear on what they are auditing and they are not clear on how the audit is going to come out but will keep counties posted to the extent they can.

Item 9, Updating Poll Worker Training Guidelines – Gail Pellerin is working on pulling the guidelines together to be posted on the CACEO website.

SOS communications office is putting out information on SOS activities. SOS suggested they could do targeted press releases to help with poll worker training/recruitment.

Several members of the group felt that it would be helpful to look for a celebrity to be the face of poll worker recruitment.

Item 10, Legislative or Regulatory Changes – Cathy Mitchell said that a great deal of work has gone into the new voter registration forms. In addition EC8004 (and how to implement) is also worth looking at and/or considering.

Gail Pellerin noted state recalls should be looked at and according to SOS recount procedures will be coming out soon. Lists will be passed out at the 2008 New Law meeting and additional legislation and/or changes will be sought out at that time.

Item 11, Secretary of State NVRA Webpage – Jennie Bretschneider said they are very close to revealing the completed page(s). This page will be a good resource for counties and NVRA designated agencies. She added that it is also a resource for the public to let them know who is required to report voter registration.

Webpage is designed as a tool for the whole area encompassing NVRA. She is looking for informal feedback once the page goes live. Currently counties are tracking new registrations based on serial numbers but not all agencies have been getting their registration forms from the counties. Therefore there were no serial numbers so tracking was/is difficult. SOS is declining to send cards to some agencies so that counties can track easier (allowing the counties to send

the cards instead). There clearly are gaps in the reporting and the SOS is not sure if it is due to the lack of serial numbers on some cards. The SOS continues to look at the issue and will report future findings.

Cathy Mitchell pointed out that this will be an extremely important topic as Presidential campaigns look to counties to see what agency registrations are and what the current numbers reflect.

Item 12, 1% Manual Tally Reports – Jennie Bretschneider said that a sample form is up on the website as are the PEMT audit requirements. She also noted that precinct results reporting would be helpful - one sample spreadsheet would be the ideal. A number of counties have not sent the required reports that are required by law – she asked if CACEO could assist in communicating these requirements to counties in addition to the SOS communication.

Item 13, Supplemental Late Measures for November 2008 – Cathy Mitchell said that (as of the date of this meeting) there is currently a bill pending to take off Proposition 1 and place it on the 2010 ballot. Eight court cases on ballot propositions are set to be heard the week following in Sacramento Superior Court.

Jill LaVine said that all information is good and emails through the CACEO website are helpful. SOS assured the group that when they know more they will pass it on to the counties.

Item 14, Pulling Permanent Vote-by-Mail Voters From Precincts – SOS said there is a bill currently moving through the Legislature on this issue and that they understand it will be discussed at future CACEO Legislative Committee meetings,

Item 15, Update on Voting System Applications – Evan Goldberg said that other than Sequoia, which is finalizing the submission of its IRV system to the Secretary of State, no other vendor has currently submitted any applications.

Vice-President Gail Pellerin and Cathy Mitchell adjourned the meeting.

Respectfully submitted,

Neal Kelley, Secretary (CACEO)