

**CALIFORNIA ASSOCIATION OF CLERKS AND ELECTION ADMINISTRATORS  
Board of Directors Meeting**

Wednesday, May 27, 2015

9:00 – 11:00 AM

California Secretary of State, Second Floor Conference Room

President Neal Kelley called the meeting to order and conducted roll call at 9:05 AM.

Present or Joining via Conference Call:

Neal Kelley, Orange County  
Dean Logan, Los Angeles County  
Susan Ranochak Mendocino County  
Joe Canciamilla, Contra Costa County  
Gail Pellerin, Santa Cruz County  
Kammi Foote, Inyo County  
Jill Lavine, Sacramento County  
Donna Johnston, Sutter County  
Austin Erdman, San Joaquin County  
Michael Scarpello, San Bernardino County  
Michael Vu, San Diego, County  
Mark Lunn, Ventura County  
Karen Rhea, Kern County  
Julie Bustamante, Lassen County  
Cathy Darling Allen, Shasta County  
John McKibben, Los Angeles County

Not present:

Joe Holland, Santa Barbara County  
Rebecca Spencer, Riverside County  
Rebecca Martinez, Madera County  
Claudio Valenzuela, Monterey County  
Sachi Hamai, Los Angeles County  
Dawn Abrahamson, Fremont City Clerk  
Gina Alcomendras, Santa Clara County

Also Present or on the call:

William Rousseau, Sonoma County  
Tricia Webber, Santa Cruz County

President Kelley referenced the minutes of the December 12, 2014 meeting. A motion to approve the minutes as submitted was made by Dean Logan, seconded by Sue Ranochak and approved by all members attending.

## OFFICER REPORTS

### President Neal Kelley

- Reported on the Secretary of State Transition Committee indicating that the transition proceeded smoothly and the meeting of the Committee with Secretary of State Alex Padilla was productive and positive. President Kelley described the Secretary and his staff as being open and collaborative
- Out of the Transition Committee meeting, there was agreement to:
  - initiate a Joint Voting Options Committee with a commitment of staff resources and participation by the Secretary of State;
  - review selected regulations identified by the Association (recounts, voting system testing, etc.); and
  - review selected CCROV advisories identified by the Transition Committee with assigned actions given to Secretary of State staff at the meeting
- President Kelley reported that he has had follow-up communication with Elections Chief Jana Lean and Assistant Secretary of State Susan Lapsley to move the action items resulting from the Transition Committee forward
- President Kelley thanked those who participated on the Transition Committee and invited any who were present to add their comments. Dean Logan and Cathy Darling Allen both indicated similar sentiments that there is a commitment to collaboration and partnership with the new Secretary of State and his administration

### Vice President Dean Logan

- Membership Update: Vice President Logan reported that membership renewals appeared to be on track. As of the date of the meeting, 2015-16 total membership included 124 Principals, 41 Associates and 487 Deputies. Additional renewal reminders will be sent to Principal members who have not renewed and there was some discussion regarding recruitment of additional deputy memberships
- Vice President Logan thanked Gail Pellerin and Tricia Webber for their continued maintenance of the membership records and processing of membership renewals
- CACEO and Voting Rights Act Commemoration: Vice President Logan spoke briefly about the upcoming 50<sup>th</sup> Anniversary of the United States Voting Rights Act. At the next Board meeting he will present materials for Board consideration that can be distributed to county registrars to support efforts to commemorate the anniversary. There was a brief discussion of developing some type of media release or availability by the Association closer the anniversary date

### Treasurer Sue Ranochak

- Treasurer Ranochak referenced the financial report distributed by email prior to the meeting. The report presented was current through April 30, 2015. Current bank balances were approximately \$14,000. Treasurer Ranochak reminded the Board that the books are maintained on a cash basis and that the net loss indicated in the report will be fully addressed through membership renewal activity, conference registration fees and other fiscal year timing issues.
- Treasurer Ranochak will present a budget at the Board of Directors meeting in July held in conjunction with the Annual Conference.

### Secretary Joe Holland

- Out of Town

## COMMITTEE REPORTS

### Election Cost Project (Cathy Darling Allen)

- Presented a written status report highlighting activities of the Association's grant with the James Irvine Foundation. There are timing adjustments being addressed because the grant was received in 2013, but the contracted services agreement was not signed and initiated until 2014
- The Grant Oversight Committee is meeting regularly and has made considerable progress with the contractor to complete a survey tool to gather election cost data from all counties.
- The contractor has developed a website to facilitate data input and, eventually, to support the public-facing data warehouse
- Workload and success of this project falls to the counties. At the time of the report only 6 counties had fully completed the survey and 30 counties had yet to input any data. Cathy Darling Allen and President Neal Kelley reported that they were contacting counties directly to encourage increased participation and completion of the data surveys
- The Grant Oversight Committee was scheduled to meet later in the week and again at the Annual Conference where the meeting will be targeted specifically to county fiscal staff
- Michael Scarpello commented on the level of detail and the model for tracking undertaken in the project
- Data requests will continue for future elections; same tabs/categories

### Elections Legislative Committee (Karen Rhea/Jill LaVine)

- Reported the Elections Legislative Committee is tracking 61 bills
- Supporting revisions to the recount process; Highway Signs, Unsigned Ballot follow-up; Mid-day pick-up; reimbursement for special vacancy election; FTB/COVR, etc.; conservator registration
- Oppose AB1301 (pre-clearance, continuing; to review); AB1271 eliminated private mail delivery

### COB Legislative Committee (John McKibben)

- Reported that the Clerk of the Board Legislative Committee is tracking 74 bills
- Submitted a written report
- Two bills of concern AB169 (innocuous, permissive), SB272 – Open Data Bills; amending the Public Records Act – may be of interest to other disciplines
- SB710 Joint Powers Authorities – may be of association interest; bar use of funds for lobbying

### County Clerk Legislative Committee (Kammi Foote)

- Reported that the County Clerk Legislative Committee is tracking 54 bills
- Specific references were made to:
  - AB779 – clean-up of FTB
  - AB630 – oaths of office
  - AB285, 291 – working with the authors
- The Committee is also tracking Open Data Bills, in general.

President Kelley acknowledged the efforts of the Legislative Co-Chairs and the significance of their work to the Association.

### Site Selection Committee

- Our conference assistant is concerned about hotel costs spiking based on economic recovery

- There is interest in Riverside and Monterey Counties for future conferences
- President Kelley will solicit interest for a new Committee Chair to initiate further activity

#### Voting Opportunities Subcommittee (Bill Rousseau/Michael Scarpello)

- Two meetings were held in April and May; co-chaired by Bill Rousseau and Joe Holland
- The Subcommittee is working closely with James Schwab, Assistant Secretary of State for Legislative Affairs to jointly review, respond and propose legislation aimed at offering new or modified opportunities for voting in California
- Reference was made to the need to move quickly as the Senate Elections Committee wants to go full throttle on a proposal similar to the Colorado voting model (all mail plus vote centers)
- A comprehensive written report and set of recommendations from the Subcommittee was distributed and presented to the Board of Directors
- Briefing on Colorado Election Observation (Michael Scarpello)
  - Several Association members along with Senator Ben Allen, Secretary of State Alex Padilla and other state staff observed elections in Denver and other jurisdictions in Colorado
  - Michael Scarpello presented a detailed overview of the observations; which informed and were incorporated into the work and recommendations of the Subcommittee
  - Specific topics covered in the report included:
    - All mail ballot implications
    - Vote Centers – definition, formulas, dates/hours and services offered
    - Ballot Drop Off Locations – definition, formulas, location and security
    - Outreach and Education
    - Technology
    - Statewide adoption or local option authorization
    - Timelines and links to VoteCal implementation
    - Governance – role for the Association, oversight, etc.
    - Funding

The next Subcommittee meeting was scheduled for May 28, 2015.

Discussion followed the detailed reports regarding the role and position the Association should take in the development of a comprehensive legislative proposal based on the Colorado model. Dean Logan recommended that the Association use the Subcommittee recommendations as the basis to shape continuing dialog with the Legislature and the Secretary of State and to start with identifying areas of universal agreement and areas of divergence in position. Michael Vu advocated for a focus on options to give counties the ability to adapt to local needs and conditions. Jill LaVine reinforced that the time line is short with an expectation for committee movement in June.

President Kelley reported on a meeting with California State Controller Betty Yee on election mandates and state election cost reimbursement. President Kelley indicated the meeting was positive and constructive with the Controller showing considerable knowledge and understanding of the issue; however further documentation from the Department of Finance indicated that the state's position and track record on reimbursement of state mandates is unlikely to change.

President Kelley reported on his intention to host forums in Northern and Southern California in the Fall on the Changing Landscape of Voting in California. The forums will include the Secretary of State and United States Election Assistance Commissioners in a round table format. The intended audience for the

forums with include academics, stakeholder groups, voters and the media. President Kelley requested input and advice on funding for technical support and preparation for the forums. Following discussion, on motion by Cathy Darling Allen and seconded by Donna Johnston, the Board authorized funding with cap of \$5000 to support the forums.

Due to scheduled appearances by several Board members at a Legislative Oversight Committee meeting immediately following the meeting, no other committee reports were provided.

On motion by Sue Ranochak and seconded by Cathy Darling Allen, the meeting was adjourned at 10:20 AM.

Next Meeting: July 14, 2015 at the Annual Conference in Sonoma.

