

## California Professional Election Administrator Credential program (CalPEAC)

A joint project of CACEO and the Election Center, presents Courses 5 & 6, July 13, 2015 at the Annual Conference being held at the Doubletree by Hilton Sonoma Wine Country which is located at One Doubletree Drive, Rohnert Park, CA 94928.



**What is CalPEAC?** California has one of the most diverse voter populations carrying with it unique challenges in election administration. Preparing California's election administrators to meet these challenges is the reason the California Association of Clerks and Election Officials (CACEO) created the California Professional Election Administrator Credential Program (CalPEAC). Upon completion of the program's 10 courses, participants will be conferred the CalPEAC Credential and be known as a Registered Election Official (REO). Each course addresses a different component of election administration and is instructed by a professional with experience in the subject area. CalPEAC courses are only open to CACEO members.

### COURSE FIVE

VOTER REGISTRATION AND ALTERNATIVE VOTING *Janice Atkinson, Retired Sonoma County ROV, Instructor*

This course covers the legal requirements and processes for handling outreach and training for non-election agencies, and the handling of registration drives. Also included is a review of alternate methods for voting other than the Election Day polling site.

### COURSE SIX

INTEGRITY OF ELECTIONS *Deborah Seiler, Retired San Diego County ROV, Instructor*

This course will review the recount regulations, including issues such as determining cost, dealing with candidates and the media, as well as providing an understanding of how, when and what to do to assure a fair process for all. The course also examines qualifying provisional ballots, the canvass and certification of results.

**Hotel Reservations** can be made at the Doubletree by Hilton Sonoma Wine Country, One Doubletree Drive, Rohnert Park. To receive the special guest room rate of \$124/night plus applicable taxes, please identify yourself as an attendee of the California Association of Clerks and Elections Officials when you make your reservation. Reservations can be made online at <https://resweb.passkey.com/go/CACEO15>; or by calling 1-707-584-5466 or 1-800-222-TREE.

**Ready to Graduate?** If you have completed all courses, you will qualify to graduate upon completion of the courses offered in Sacramento. The graduation ceremony will be held directly after the completion of the final course on July 13, 2015. You may confirm your prior course attendance by emailing Donna Johnston at [djohnston@co.sutter.ca.us](mailto:djohnston@co.sutter.ca.us) or Tricia Webber at [tricia.webber@santacruzcounty.us](mailto:tricia.webber@santacruzcounty.us)

Please check the box and clearly print your name as you would like it to appear on your certificate.

Yes, I will graduate. \_\_\_\_\_  
(Clearly print your name)

**Registration** (Deadline is July 2, 2015. Cancellation after this date will result in a forfeiture of your registration fee)  
Snacks will be provided. Lunch is on your own.

Course Five: Monday, July 13, 2015 9:00 am – 12:00 pm	\$150.00	Yes, I would like to attend
Course Six: Monday, July 13, 2015 1:30 pm – 4:30 pm	\$150.00	Yes, I would like to attend

Please mail payment to Santa Cruz Elections Attn: Tricia, 701 Ocean St Rm 210, Santa Cruz, CA 95060

Total Number of Courses \_\_\_\_\_ x \$150.00 = \$\_\_\_\_\_ Check enclosed (Payable to CACEO)

Please complete a registration form for each attendee.

Name \_\_\_\_\_ Title / Employer (Agency) \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ email address \_\_\_\_\_