

California Professional Election Administrator Credential program (CalPEAC)

A joint project of CACEO and the Election Center, presents Courses 1-4, December 2 & 3 at the Hyatt Regency Sacramento, 1209 L Street, Sacramento, CA.



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.

COURSE ONE

VOTING EQUIPMENT ACQUISITION, OPERATION & MAINTENANCE *Jill LaVine, Sacramento County ROV, Instructor*
This course covers all aspects of voting equipment, including RFPs, testing, security, accessibility and legal requirements.

COURSE TWO

BALLOT ACCESS, DESIGN & PREPARATION *Jill LaVine, Sacramento County ROV, Instructor*

This course focuses on the ballot itself and examines the candidate process, initiative and referendums, as well as design tips to help reduce voter confusion and errors.

COURSE THREE

POLL WORKERS – RECRUITING, MAINTAINING, TRAINING & MANAGING, *Chris McGinn, North Carolina Central University Assistant Professor, Instructor*. This course centers on the poll worker and how to recruit, train, motivate and retain them. This course also looks at different learning styles and how to incorporate them into your training.

COURSE FOUR

FEDERAL & CONSTITUTIONAL LAW *Chris McGinn, North Carolina Central University Assistant Professor, Instructor*

This course covers all provisions governing registration and the election process. Included is discussion on NVRA, UOCAVA, HAVA, among others.

Hotel Reservations: Please check the CACEO website for information on hotel reservations. <https://caceo.memberclicks.net/joint-new-law-2019>

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 December 3, 2019. You may confirm your prior course attendance by emailing Donna Johnston at djohnston@co.sutter.ca.us or Tricia Webber at 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 November 27, 2019. Cancellation after this date will result in a forfeiture of your registration fee)
Snacks will be provided. Lunch is on your own.

Course One: Monday, Dec. 2, 2019 9:00 am – 12:00 pm	\$150.00	Yes, I would like to attend
Course Two: Monday, Dec. 2, 2019 1:30 pm – 4:30 pm	\$150.00	Yes, I would like to attend
Course Three: Tuesday, Dec. 3, 2019 9:00 am – 12:00 pm	\$150.00	Yes, I would like to attend
Course Four: Tuesday, Dec. 3, 2019 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 310, 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 / County or Agency _____

Address _____

Phone _____ email address _____