



Alameda County Elections Commission

Meeting Agenda

September 17, 2026 4:00 p.m.

1225 Fallon Street, Room G-1

Oakland CA 94612

Zoom: <https://us02web.zoom.us/j/84004221190>

Pursuant to California Government Code section 54957.5, any public records related to a matter subject to discussion at this meeting that are distributed to a majority of the Elections Commission's members less than 72 hours before the meeting will be made available for public inspection at the Registrar of Voters' Office, 1225 Fallon Street, Oakland, California 94612, Room G-1.

Speaking times for the public comments are three minutes per person, unless the chair determines otherwise. Written comments can be sent to Elections.Commission@alamedacountyca.gov, which goes to all members of the commission, the Registrar of Voters, the Deputy Registrar, and the clerk for the Elections Commission.

1 Call to Order / Roll Call

2 Agenda Changes

3 Approval of Meeting Minutes

Attachment - pp. 4-6

4 Announcements and Communications on Issues Not on the Agenda - *No discussion on these items.*

- a. From staff
- b. From commissioners - (Dieter) Commissioners' input from the August meeting on possible agenda items have been added to the spreadsheet.

5 Public Comment on Issues Not on the Agenda

6 Monthly Update from Registrar of Voters (ROV) Office

7 Ongoing Agenda Items

7-A Ad Hoc Committee Reports - Temporary and task-specific committees were formed to address particular issues. The point person for each committee has an asterisk by their name.

7-A(1) Voting Participation (Seabrook,* Moore, Whitehurst, Lindsay, Hernandez) – Discussion Only
Formed in November 2024, this committee is looking into how the ROV can increase voter participation in Oakland Districts 6 & 7.

7-A(2) Youth Participation (Varlack,* Whitehurst, Butter, Hernandez) – Discussion Only
Formed in October 2025, this committee is working to support efforts to strengthen youth civic engagement regarding elections, and to coordinate with the ROV on outreach and program development.

7-A(3) Budgeting for Elections (Wagner,* Pham, Lindsay) – Discussion Only

Formed in February 2026, this committee is working with the ROV office to produce a written fee schedule that clearly defines exactly how jurisdictions will be charged with an explanation of those charges, including RCV, Youth Voting, and the reallocation of five or more ballot measures.

Attachment - p. 7

7-A(4) Rules and Procedures (Dieter*) – Action Item

Formed in April 2026, this committee has completed its task to update the commission's rules and procedures, and the revised version is available online. See Useful Links document. The commission will consider disbanding the committee.

8 Regular Agenda Items

8-A Post-election Assessment for August election – Action Item

Commissioners are invited to offer feedback on the August congressional district 14 special election. The commission will consider whether to form an ad hoc committee to prepare an assessment or combine any issues from this election with the November assessment.

8-B Notifications on Observation of Election Processing – Action Item

The commission has a standing recommendation that the ROV make incremental improvements on alerting subscribers when a particular process is about to start. The notification currently states: "An election process will be conducted today. For ongoing updates check the website where all election processes will be posted." At the July 18 Elections Commission meeting, commissioners requested an update on any progress. As explained at the July meeting, the ROV currently does not have the capability of having an automatic notification system as a process begins/ends and another process begins. Also, signature checking, opening ballots, sorting ballots, and scanning ballots can happen 10-12 times a day in a continual flow, which would require sending out alerts throughout the day. The commission will consider whether to keep, withdraw, or modify its standing recommendation.

8-C Alameda County Elections Administration Plan – Discussion Only

The purpose of the Election Administration Plan is to convey how elections will be administered under the Voter's Choice Act. Alameda County became a Voter's Choice Act county in 2022. The final Elections Administration Plan was approved by the Secretary of State for the 2024 and 2026 Election Cycles. The commission is charged with reviewing written election plans and to consider them while conducting a post-election assessment as to how well the plans succeeded. The commission previously reviewed the plan in February 2024. The plan is posted on the [Secretary of State's](#) website and on the [Registrar of Voters](#) Voter's Choice Act webpage. The commission will review and discuss only the first part of the plan (pp. 1-16), which covers the introduction and election administration.

Attachment - pp. 8-24

9 Special Report from the ROV – Roles of staff

Review the work responsibilities of ROV staff, particularly those who attend commission meetings—their role during and outside the meeting.

Attachment - p. 25

10 **Adjournment** (by 6:30 p.m. if viable)

If you would like to receive email notifications for upcoming agenda postings, please send an email to https://public.govdelivery.com/accounts/CAALAME/subscriber/new?topic_id=CAALAME_467

Attachment for Agenda Item #3 – **Meeting Minutes**

Unapproved Meeting Minutes

Thursday, August 27, 2026	4:00 PM	1225 Fallon Street, Room G-1 Oakland CA 94612
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1 Call to Order / Roll Call

The Elections Commission meeting convened at 4:00 p.m. with President Dieter presiding as chair.

Present

Commissioners Judith Belcher, Karen Butter, James Lindsay, Irene Dieter, Alexandra Ritzie-Hernandez, Karl Seabrook, Tiega Varlack, Alexander Ramon, David Wagner, and ex officio Thai Nam Pham participated via teleconference.

Absent

Commissioners Alissa Moore and Allie Whitehurst.

Also Present

Registrar of Voters: Cynthia Cornejo, Charles Smithline, and Shaheer Siddiqui.

County Counsel: Jason Allen.

2 Agenda Changes

There were no changes to the agenda.

3 Approval of Meeting Minutes

A motion to approve the July 16, 2026 meeting minutes was made by Commissioner Butter, seconded by Vice President Ramon, and passed 6 to 0 with one abstention.

4 Announcements and Communications on Issues Not on the Agenda

a. From staff

Interim Registrar Cornejo reported the ROV is conducting two elections simultaneously.

b. From commissioners

President Dieter announced that the approved June 2, 2026 post-election assessment was emailed to the Board of Supervisors, and that the ROV sent to the Secretary of State the commission's recommended changes to the California State Voter Information Guide.

5 Public Comment on Issues Not on the Agenda

There was no public comment on non-agenda items.

6 Monthly Update from Registrar of Voters (ROV) Office

Interim Registrar Cornejo reported that ROV is in the middle of the August 18, 2026 election canvass, posting scheduled updates and will certify the election on September 17, per the Secretary of State's guidelines. The ROV is currently preparing for the November general election, including the voter information guide and ballot information. There are 28 local measures, 14 state propositions, 216 candidate statements for 268 versions of the voter information guide that have to be translated into four languages. She answered questions.

7 Ongoing Agenda Items

7-A Ad Hoc Committee Reports

7-A(1) Voting Participation

video time 14:23

Commissioner Ritzi-Hernandez reported the progress the committee has made with Goflexa. They've asked for demographic statistics throughout Alameda County, including race, ethnicity, eligible voters, registered voters and actual voters, and turnout for the last five general elections. No public comment was made. Discussion ensued.

7-A(2) Youth Participation

24:01

Commissioner Varlack reported that the committee did not meet during the month. The committee requested to continue to receive reports from the ROV and the Oakland and Berkeley school districts regarding youth voting and from the working group that was formed to make sure it is successful. No public comment was made. Discussion ensued. Ms. Cornejo said the results of youth turnout by jurisdiction is on the website and reported on the ROV's efforts to work with the school administrators regarding educating youth about voting in California, and youth volunteering as vote center workers.

7-A(3) Budgeting for Elections

39:15

Commissioner Lindsay reported the committee is trying to meet for the second time with an ROV cost expert before offering advice on clarifying the cost of doing business. The meeting had already been scheduled for September 9. No public comment was made.

7-A(4) Rules and Procedures

41:50

Commissioner Dieter said the commission's edits to the rules were made and that county counsel had reviewed it for compliance with the Brown Act, adding that the county has a handbook for all Boards and Commissions. Jason Allen explained that the commission is not an eligible legislative body that requires additional Brown Act requirements. No public comment was made. Discussion ensued. A motion was made to approve the rules and procedures as amended to move B-12 to B-1 and to add the words in person and on time barring emergencies after attend all meetings and to add

language that says if there is a conflict between the county handbook and the commission's rules, the handbook superseded by Mr. Lindsay, seconded by Ms. Varlack. The motion passed unanimously.

8 Regular Agenda Items

8-A Election Services Discussions and Potential Memorandum(s) of Understanding

57:50

Commissioner Lindsay pointed out that the agenda item description needed to be changed from the month of July to June, and officials to clerks. Ms. Cornejo reviewed the processes already in place that impact cities, the recent meeting with the city clerks, and the possibility of conducting a debrief after the election regarding their ballot measures as well. No public comment was made. Discussion ensued. Mr. Allen clarified that the Elections Code already spells out what the ROV's and the cities' duties are, so adding a MOU may potentially change the legal dynamic, so the ROV has not promised to enter into a MOU. Commissioner Pham explained that improving communications with the clerks may alleviate the need for MOUs. Ms. Cornejo said the ROV has provided the clerks with updated guidelines and the media toolkit.

8-B Workshop on Election Commission Interests

1:18

President Dieter reminded everyone that commissioners and the public help create the agenda, and asked for possible agenda items. No public comment was made. Discussion ensued. Commissioners and staff offered their ideas for agenda items.

8-C Commission member restrictions

1:57

President Dieter said campaign season had arrived so it is important for the commissioners to know the restrictions, particularly on political activities. No public comment was made. Discussion ensued. Mr. Allen clarified the primary concern is for the commission to maintain an appearance and actual objectivity on oversight of elections.

9 Special Report from the ROV

2:18

Ms. Cornejo reported on the process of screening, testing, hiring, onboarding, training, and deploying around 300 internal temporary workers through the Human Resources department.

10 Adjournment

The meeting was adjourned at 6:27 p.m.

Attachment for Agenda Item #7-A(3) – **Budgeting for Elections**

Budgeting for Elections Committee Report
September 17, 2026

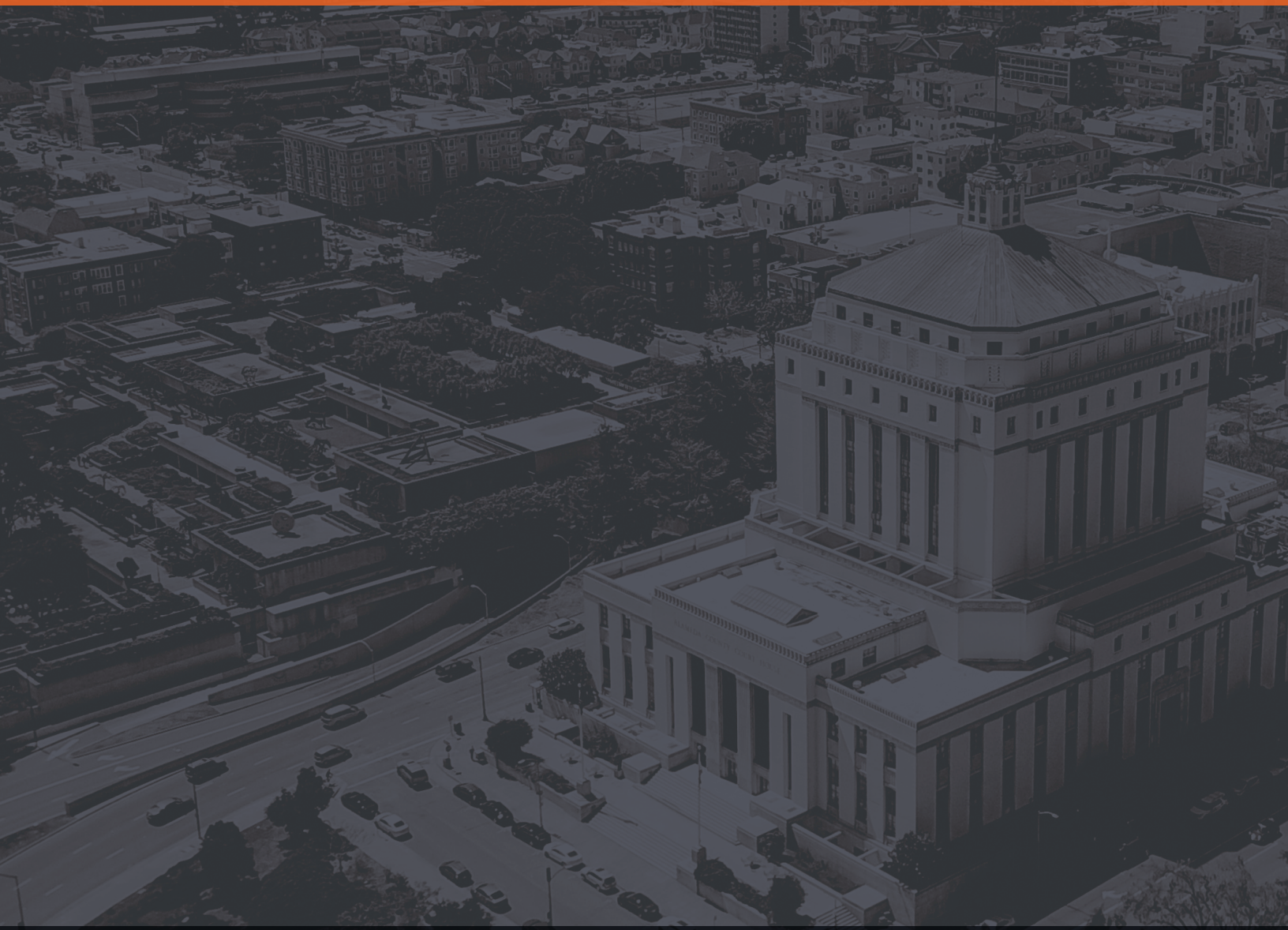
The committee met for a second time with staff on September 9 and now have a full understanding of how costs are calculated. This is for all jurisdictions, jurisdictions that use Ranked Choice Voting, that use Youth Voting, and that have five or more ballot measures.

The next step is for the committee to draft policy changes about these, take those committee recommendations to staff to get their feedback, and then bring one or more proposals for consideration by the commission



ALAMEDA COUNTY Registrar of Voters

ADOPTED RENEWAL ELECTION ADMINISTRATION PLAN 2-YEAR REVIEW



1225 FALLON STREET, RM. G-1
OAKLAND, CA 94612
(510) 272-6973
ACVOTE.ORG

SEPTEMBER 2023

Alameda County Registrar of Voters – Vote Center Plan

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Introduction

The purpose of this Election Administration Plan (EAP) is to convey how elections will be administered under the Voter's Choice Act.

The Alameda County Registrar of Voters (ROV) understands the importance of having support and feedback from our community partners for a successful implementation of the Voter's Choice Act in our County. After public consultation meetings with community partners during the development of the initial plan and the renewal, the ROV Voter Education and Outreach team members will work with partners from our Language Accessibility Advisory Committee (LAAC) and Voting Accessibility Advisory Committee (VAAC) for suggestions on how to provide information to the communities they support.

The EAP is divided into two (2) parts:

Part 1 of the plan covers the election administration section and includes the Vote by Mail process, Vote Centers (voting locations) and ballot drop-off Vote Center requirements, and public input and notification considerations.

Part 2 of the plan covers education and outreach and is pursuant to the California Elections Code Sections 4005(a)(10)(I)(i), and includes voter contact for general, language minority communities, voters with disabilities, Vote Center and ballot drop off location information, Vote Center ballot security and privacy plans, and a section for the budget.

Background

The California Voter's Choice Act (VCA), or Senate Bill (S.B.) 450 (Allen, D-26), was signed into law on September 29, 2016, adding Section 4005 to the California Elections Code, allowing authorized counties, upon approval of their Board of Supervisors, to conduct any election by mail, with certain requirements. Under VCA, all voters are mailed a ballot commencing 29 days before the election, and each County establishes, with public input, numerous Ballot Drop-off Locations and Vote Centers throughout the County where any county voter may cast their ballot. The VCA voting model requires regional Vote Centers to be open as early as 10 days prior to Election Day through the close of voting on Election Day.

On May 8, 2020, and June 3, 2020, as a result of the COVID-19 health emergencies, the Governor of California issued Executive Orders N-64-20 and N-67-20 and signed Assembly Bill (AB) 860, requiring every eligible voter to receive a ballot in the mail and provide regional in-person Vote Centers for the November 3, 2020, General Election, allowing counties that were not a VCA county to conduct a VCA-like voting model election. As described in Elections Code Section 1602 (a), (b), and (c), a VCA-like model election includes having one (1) in-person voting location for every 10,000 voters and one (1) ballot drop box for every 15,000 voters.

On September 27, 2021, California Governor signed Assembly Bill (AB) 37, which extends the requirements for all local elections officials to mail a Vote by Mail ballot to every registered voter. The bill requires county elections officials to permit any voter to cast a ballot using a certified Remote Accessible Vote by Mail (RAVBM) system for any election. AB37 requires a Vote by Mail tracking system to be accessible to voters with disabilities.

The Alameda County Registrar of Voters has successfully conducted the following major elections under the VCA and VCA-like models:

- November 3, 2020, General Election
- September 14, 2021, California Gubernatorial Recall Election

- June 7, 2022, Gubernatorial Primary Election
- November 8, 2022, Gubernatorial General Election

Voter's Choice Act for Alameda County Voters

Since April 28th, 2022, Alameda County has conducted elections under the Voter's Choice Act. The Voter's Choice Act (VCA) increases voting options for how, when, and where voters cast their ballots. Voters can return their Vote by Mail (VBM) Ballot with no postage necessary through the regular mail, drop it off at an Official 24-hour Ballot Drop Box, or drop off their voted VBM Ballot at any one of the 100 Vote Centers located throughout the County as early as ten (10) days before Election Day.

At a Vote Center, voters have the option to vote in person at any Vote Center within the County as early as ten (10) days prior to Election Day or register and vote on the same day up to Election Day. Voters with disabilities can receive support and vote using an accessible ballot marking device. Language assistance and voting materials are available in multiple languages to voters whose primary language is not English. During each statewide election conducted under VCA, there will be 100 Vote Centers and 66 Official 24-hour Ballot Drop Boxes located in all communities countywide.

Part 1: Election Administration

Vote by Mail (VBM) Process

In a Vote Center Model election, all eligible registered voters are automatically sent an official Vote by Mail Ballot in the mail.

The voter's Vote by Mail Ballot Package contains the following:

- A postage-paid return envelope
- The Official Ballot
 - May include multiple ballot cards depending on the number of contests
 - In the voter's preferred language, if specified
- A ballot wrap (instructions on how to complete and return the ballot)
- An informational insert with a link to the website and phone number for hours and location of VCA, 24-hour Ballot Drop Boxes, and ballot tracking.
- An "I Voted" sticker; and
- If applicable, an additional informational insert

All official ballots are mailed First Class via the United States Postal Service starting 29 days prior to Election Day. Official ballots are also mailed to Military and Overseas voters starting 45 days prior to Election Day. Military and Overseas voters must add postage to their return envelope.

Voters can return their voted ballot by:

- mail (utilizing the postage-paid First Class return envelope provided)
- returning the ballot at any Vote Center
- dropping off their ballot at any 24-hour Ballot Drop Box
- dropping off their ballot at a Ballot Drop Stop Tour mobile location
- giving the ballot to the ACVOTE On The Go team (mobile service to voters to return their ballots)
- returning via the Inmate Program

A voter could request a replacement ballot if they did not receive their ballot in a timely manner, if the ballot was damaged, if the ballot was lost, or if they made an error on their ballot. The Replacement Vote by Mail Ballot can be requested by mail, email, or fax. A replacement Vote by Mail Ballot will be mailed to the voter or can be picked up at the Registrar of Voters' Office during opening hours. Voters can also go to the ROV website and use the "Ballot Will Call" service, where they can schedule to pick up their Vote by Mail Ballot in person after 24-hours.

Bilingual ballots for registered voters whose primary language is not English are available in the four (4) supported languages: Chinese, Spanish, Tagalog, and Vietnamese. Voters can specify their preferred language on the registration form when they register to vote. Ballots, Vote by Mail materials, and Voter Information Guides are sent to voters in their preferred language. Facsimile Ballots are also available upon request in all Vote Centers for targeted precincts in compliance with Elections Code Section 14201 in the languages of Burmese, Khmer, Hindi, Korean, Laotian, Mien, Mongolian, Punjabi, and Telugu. Copies of the facsimile ballots for all languages are posted on a trifold at each Vote Center.

Facsimile Ballots can be requested by registered voters who live in a precinct identified as needing language support in the language requested.

Vote By Mail Voters with language needs, whose language preference for a Section 14201 language appears in their voter record will automatically be mailed a facsimile ballot in that language. Voters who prefer a Section 14201 language but it is not listed on their voter record, may request a facsimile ballot. Those who request a facsimile ballot initially, receive their official Vote by Mail Ballot in English. The request for a facsimile ballot can be by mail, telephone, or online. The facsimile ballots are then mailed to the voter. Voters can also request to change their language preference by contacting the ROV Office via phone (510) 272-6973 or fax (510) 272-6982, email registration@acgov.org, in person, or online via the My Voter Profile application www.acvote.org/mvp.

Secure Vote by Mail Ballot Collection

The Registrar of Voters has teams of two (2) staff members who follow a chain of custody when retrieving ballots from each ballot drop box throughout the County. Each team is assigned a smartphone that is used for logging ballot collections from the drop box into our asset tracking system. The asset tracking system is monitored by the ROV Ballot Drop Box Coordinators to confirm all boxes have been emptied. The ballots are secured in a sealed bag to be returned directly to the ROV office. When the team arrives, the bags are taken by other staff members, and the ballots are logged into asset tracking as being delivered to the courthouse.

Accessible Voting by Mail

Remote Accessible Vote by Mail

An accessible option that all eligible registered voters may utilize is the Remote Accessible Vote by Mail (RAVBM) system, which allows voters to mark their ballot independently and privately in the comfort of their own homes. Voters are informed about RAVBM through the Voter Information Guide, the ROV Website, and in a direct mailer. The purpose of the RAVBM system was initially for Military and Overseas Voters and voters with disabilities, who would otherwise rely on others to assist them in reading and marking their ballot, to now be able to mark their ballot privately and independently using their own assistive technology at home. Please be aware that RAVBM is NOT internet voting or a method to submit your ballot online. Voters do not need to request access to the RAVBM system. Instead, voters can log in to their My Voter Profile located on the ROV website and access their Official Ballot, along with instructions on how to download, print, complete, and return their voted ballot to the ROV by Election Day. Voters must download the ballot to their devices to read and mark it with their personalized accessibility features. Voters who use RAVBM must return their voted ballot in one of three ways: via standard mail, by dropping their ballot in a 24-hour Ballot Drop Box, or by returning it to any Vote Center.

Regardless of the return method chosen, voted ballots must be returned in an envelope. It is recommended that voters use the provided ballot return envelope that is included with their Vote by Mail Package. They may request replacement ballot return envelopes by calling the ROV at (510) 272-6973 or picking one up at the ROV office or a Vote Center. Voters may also choose to use their own envelope. If returning the voted ballot via standard mail, the provided ballot return envelope does not require any postage. In contrast, sufficient postage will be needed when voters return the voted ballot using their *own* envelope. Along with the ballot, the voter must return the completed Oath form.

Inmate Vote by Mail Program

Our office provides services to inmates by using our Inmate Vote by Mail Program. This is a process wherein the Registrar of Voters' Office coordinates with Alameda County Sheriff's Office and other law enforcement agencies to ensure inmates can participate in voting in an election. A special Ballot Drop Stop event is held at the Santa Rita Jail for inmates to receive information and drop off their voted ballot directly to ROV team members. Within this process, ROV registers inmates, verifies current registration, and issues a ballot to eligible registered voters. The Sheriff's Office hand delivers the completed voter registration forms and Vote by Mail applications of inmates to the ROV office. ROV processes the voter registration forms and Vote by Mail applications. Prior to the election, ROV meets with the Sheriff's Office to determine the program schedule that includes the date of the election, registration deadlines, availability of the VBM Ballots (29 days before an election), and the pick-up and return of voted ballots. The Sheriff's Office delivers the Vote by Mail Ballots to the inmates. The Sheriff's Office returns the voted ballots to the ROV office on or before Election Day.

ACVOTE On The Go Program

The ACVOTE On The Go Program partners with facilities and administration offices to coordinate sending a team of 2 ROV staff members to assist voters with receiving, marking the ballot, and returning the ballot for voters who are hospitalized, disabled, or confined to their homes due to a medical emergency. ROV is investigating accessible ballot marking options for future elections. If requested, large font versions of the County Voter Information Guide can be provided to voters with low vision or vision impairment. Voters needing this service may contact our office for further instructions on receiving their Vote by Mail Ballot on time. Starting 29 days before an election, voters can call the Registrar of Voters Office at (510) 272-6973 or email onthego@acgov.org to sign up for the ACVOTE On the Go Program.

Ballot Drop Stop Tour

The ROV Ballot Drop Stop tour allows voters to drop off their voted ballots, receive information about upcoming elections, and register to vote. The tour starts 28 days before each election and ends four days before each election. The Ballot Drop Stop Tours target the disability, senior, youth, language, faith-based organizations, animal shelters, malls, underserved, and unhoused communities. The locations include libraries, city halls, senior centers, and community events and festivals throughout the County. For more information regarding the Ballot Drop Stop Tour and potential stops, please visit the Ballot Drop Stop page on the ROV website at www.acvote.org/dropstop which explains how to request a drop stop tour location.

Ballot Drop-off Locations

Elections Code Section 4005

The California Elections Code sets the parameters by which a county must provide Ballot Drop-off Locations for voters. There must be at least one (1) Ballot Drop-off Location for every 15,000 registered voters available 28 days before Election Day, and on Election Day, for a total of 29 days.

The number of 24-hour Ballot Drop Boxes is determined based on the County's actual number of registered voters on the 88th day before each election. Based on the current total registered voters, the ROV is required to provide 63 24-hour Ballot Drop Boxes.

Requirements

Ballot Drop-off Locations:

(1 for every 15k registered voters)

63

24-hour Ballot Drop Boxes

Currently, ROV has sixty-six 24-hour Ballot Drop Box locations permanently installed countywide. Ballots are deposited into the Drop Box via a slot. The 24-hour Ballot Drop Boxes were used by voters for four special elections and four statewide elections.

In determining the 24-hour Ballot Drop Box designs and locations, the ROV followed all state guidelines and regulations. The ROV partnered with city and county officials, local jurisdictions, elected officials, community-based organizations, language communities, disability communities, and cities throughout Alameda County to ensure the placement of 24-hour Ballot Drop Boxes in all communities. When considering the placement of the 24-hour Ballot Drop Boxes, the criteria required by the Elections Code mentioned above were applied.

To ensure voters who primarily speak a language other than English have sufficient access, 24-hour Ballot Drop Boxes are marked "Official Ballot Drop-Box" in the required languages.

Vote Centers

Under the Voter's Choice Act (VCA) model election, Vote Centers are required to be open for more days than previously practiced at traditional polling places. All Vote Centers will be open during the three (3) days before Election Day, and on Election Day, for a total of four (4) days. Twenty locations will be open for ten (10) days before Election Day, and on Election Day, for a total of eleven (11) days.

The California Voter's Choice Act sets the parameters by which a county must provide Vote Center locations for voters:

- Starting from ten (10) days before Election Day, up to and including the fourth day before Election Day, for a total of seven (7) days, one Vote Center per every 50,000 registered voters must be operated within the jurisdiction where the election is held.
- Starting from three (3) days before Election Day, and on Election Day, for a total of four (4) days, one Vote Center per every 10,000 voters must be operated within the jurisdiction where the election is held.

All Vote Centers are equipped with accessible voting equipment and language assistance and offer Conditional Voter Registration (CVR), which enables a voter to register and vote on the same day. Additionally, voters are not limited to one assigned polling place but rather have the option to visit any one of the Vote Center locations throughout Alameda County.

To better serve voters, Alameda County is planning to operate an additional 11-day Vote Center above the minimum requirement and six (6) additional 4-day Vote Centers above the minimum requirement when sufficient locations and staff are available *and* when it would benefit the voters. The hours of operation for all Vote Centers will be from 9:00 AM to 5:00 PM on the dates prior to Election Day. The

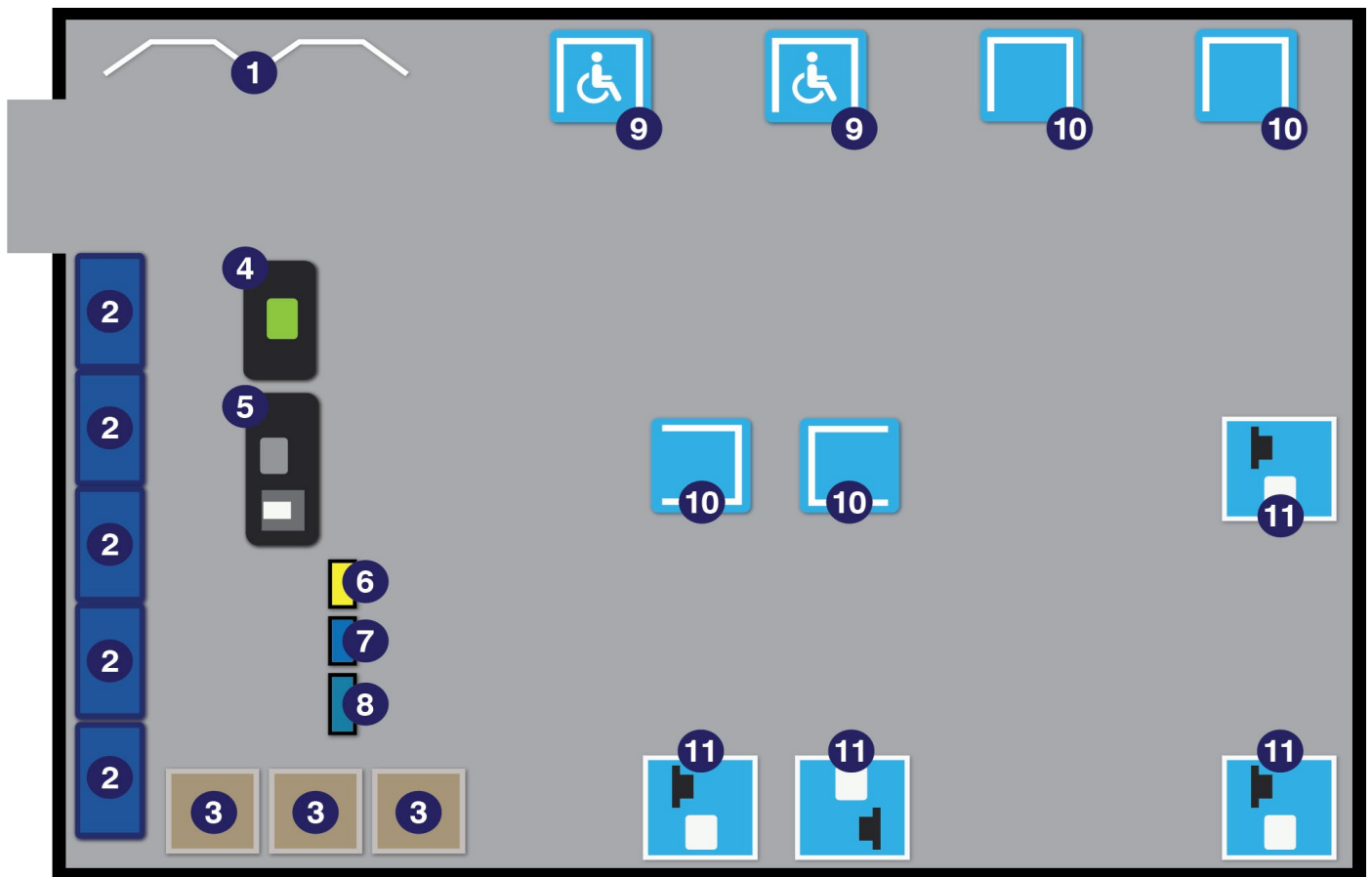
ROV will publish a list of locations on our website, which also provides directions to the locations. On Election Day, all Vote Centers will be open to voters from 7:00 AM to 8:00 PM, per the Elections Code (Elections Code §4005). The number of Vote Centers is determined based on the actual number of registered voters on the 88th day before each election. Based on the current registered voters, the required number of 11-day Vote Centers is 19 and the number of 4-day Vote Centers is 75, as noted in the table below. The Registrar of Voters will provide 20 11-day Vote Centers and 80 4-day Vote Centers.

Statewide Election Calculation	VCA Requirement	ROV's Plan
11-Day Vote Centers (1 for every 50k registered voters)	19	20
4-Day Vote Centers (1 for every 10k registered voters)	75	80

Below is an example diagram of a Vote Center. The actual Vote Center set up may differ depending on room size and layout.

The diagram includes:

1. Voter Information Centers (2) near the entrance
2. Ballot Storage Cage (5) behind the Ballot Print-On-Demand Station
3. Vote Center Equipment Carts (3)
4. Poll Book Check-In Station near the entrance
5. Ballot Print-On-Demand Station following the Poll Book Check-In Station
6. Yellow Vote by Mail Ballot Trolley
7. Blue Conditional/Provisional Trolley
8. Turquoise Official Ballot Trolley
9. Accessible Voting Booths for paper ballot voting (2) setup against a wall away from cross traffic
10. Voting Booths (4) setup away from Accessible Voting Booths and Ballot Marking Device Booths
11. Ballot Marking Device Voting Booths (4) setup opposite Accessible Voting Booths



Voter Registration

Vote Center – Conditional Voter Registration

Vote Centers provide many more services compared to the traditional polling place model. One of the expanded services offered at Vote Centers is voter registration. Voters now have the ability to register to vote, update their voter registration, and vote conditionally at any Vote Center. Voters who are found eligible to vote under Conditional Voter Registration (CVR) will receive a ballot with a Conditional/Provisional Ballot/Voter Registration Form Envelope. Unlike at a polling place, Vote Centers provide the voter's own precinct ballot type when they vote under Conditional Voter Registration.

Replacement Ballots

A voter could request a replacement ballot if a voter did not receive their ballot in a timely manner or if they made an error on their ballot. The Vote by Mail Ballot can be requested by mail, email, and fax. A replacement Vote by Mail Ballot will be mailed to the voter. Voters can also go to the ROV website and use the "Ballot Will Call" service, where they can schedule to pick up their Vote by Mail Ballot in person after 24-hours.

Provisional Voting

At any Vote Center, a voter may vote provisionally (Elections Code §14310). A voter claiming to be registered but whose registration and eligibility cannot be immediately determined by ROV staff is entitled to vote a Provisional Ballot. The voter will be provided with a ballot and a Conditional/Provisional Ballot/Voter Registration Form Envelope with written instructions regarding the process and procedures for casting a Provisional Ballot; and a written affirmation regarding the voter's registration and eligibility to vote, which must be signed by the voter. Any voter who casts a Provisional

Ballot may tear off their receipt from the envelope so they can track the status of their voted ballot on the ROV website. The voter must then seal the ballot in the Conditional/Provisional Ballot/Voter Registration Form Envelope and deposit it into the secure Provisional Ballot Trolley for return to the ROV's main office. Voters may contact the ROV or use the website to confirm whether their ballot was counted.

Accessible Voting in Vote Centers

The Alameda County Registrar of Voters (ROV) aims to ensure voter accessibility is considered throughout the planning and implementation of the VCA. Accessibility is one of the most important criteria the ROV studies when determining Vote Center selection, voting machine requirements, and the training and placement of Election Workers. The ROV uses accessible Ballot Marking Devices (BMD), along with previously established programs, such as Remote Accessible Vote by Mail (RAVBM) voting, to promote a safe, accessible, and independent voting experience for every voter. The ROV will continue to provide accessible voting at all Vote Centers.

The ROV uses the California Secretary of State's Accessibility Checklist Survey to determine the features of the Vote Center facilities that meet standards and those that will require modifications. All Vote Centers will be accessible.

Each Vote Center in Alameda County is equipped with at least six (6) Dominion Voting System's ICX accessible Ballot Marking Devices (BMD). These units are programmed with all ballot types and language versions. The BMD for each Vote Center have Americans with Disabilities Act compliant features and accessories with a variety of voting method options that enable voters with temporary or permanent disabilities to exercise their right to vote privately and independently. "Privately and independently" means these devices enable them to vote without having to rely on another person to help them mark their ballot and without having to reveal how they are voting to anyone else, protecting their right to cast a secret ballot. These include visual, audio, and tactile interfaces that can be used in any voter-preferred combination to navigate and mark a ballot. Also, the size of the font on the screen can be changed, and the screen resolution can be switched to a high-contrast white on a black background. In addition to screen modifications, the Audio Tactile Interface (ATI) keypad allows voters to listen to their ballot, adjust the volume and pace of speech (if needed), and make their choices. The ATI also has a full range of large buttons for navigation with corresponding Braille descriptions and inputs for "Sip and Puff" or paddle selection devices. Any voters may bring one (1) or two (2) individuals to assist them throughout the voting process, including an Election Worker.

In the event that one or more of the BMDs are identified as having a problem, the ROV will promptly initiate procedures to replace any devices as necessary. The replacement process is prioritized by the location's available functioning units, capacity needs, and the severity of the issue.

Additional accessibility services available at each Vote Center include Curbside Voting and- supplies which include a large grip pen, magnifier and signature guides.

All Vote Centers offer Curbside Voting. Voters who cannot get out of their vehicle or who may not be able to enter a Vote Center, can receive services outside the Vote Center. Signage will tell voters where the Curbside Voting area is and how to request help from there.

Election workers are required to attend training before serving at a vote center. The training includes disability sensitivity and hands-on training on how to utilize and assist voters with the use of assistive ballot marking devices. Election Workers assist voters throughout the Vote Center process. This includes assistance with setting up the ballot marking device, as well as assisting a voter who requests help.

Language Assistance

The goal of the ROV is for each Vote Center to provide language assistance in all languages required. For Alameda County, these languages include English, Chinese, Spanish, Tagalog, Vietnamese, Burmese, Khmer, Hindi, Korean, Laotian, Mien, Mongolian, Punjabi, and Telugu. All voting materials, including official ballots, targeted precinct Facsimile Ballots, and Conditional/Provisional Ballot/Voter Registration Form Envelopes, are provided in those languages in all Vote Centers.

The ROV plan includes recruiting bilingual staff that can speak the languages required in any given community. If bilingual staffing is not available, Vote Center staff will contact the ROV Office and connect the voter to our language support phone lines. Additionally, Election Workers will be able to connect voters with an interpreter service that is recommended by the Secretary of State. This service covers all of Alameda County's required languages. Voters will be informed of language assistance phone lines by the Voter Information Guide, direct mailers, Vote by Mail inserts, the ROV website, language media outlets, and at outreach events.

In conjunction with mapping and language data from the voter database, the ROV is able to target the placement of bilingual staff at locations where they will best serve the voters. If there are not enough bilingual Election Workers of every language to staff each Vote Center throughout the County, we will target the placement of bilingual Election Workers in Vote Centers located in those areas identified as most needing support in each language. The number of bilingual Election Workers would be determined prior to 60 days before the election. On average, we have 2 to 5 bilingual Election Workers. At that time, an analysis is conducted to identify which Vote Centers are in close proximity to targeted precincts. Bilingual Election Workers will be assigned accordingly.

Vote Center Placement Consideration

The ROV uses 14 criteria mandated by the Voter's Choice Act shown below.

These criteria are:

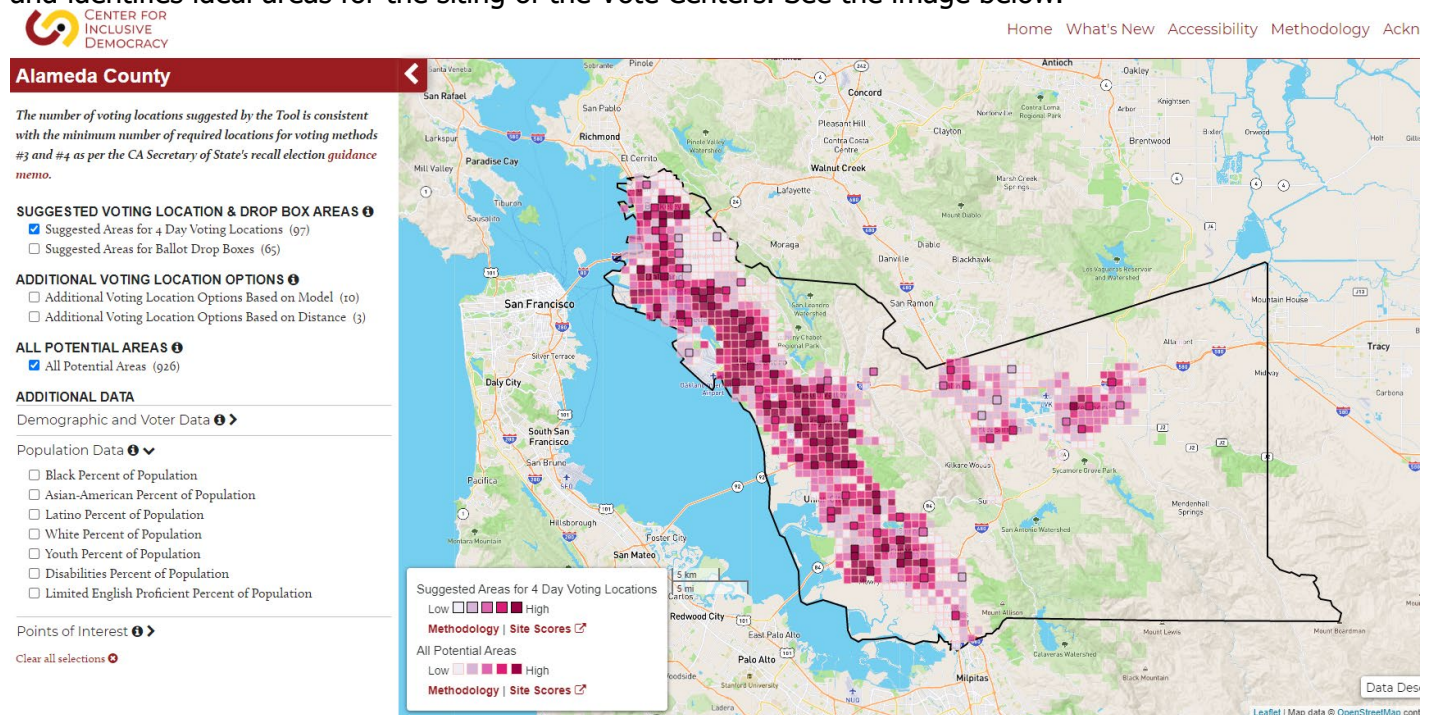
1. Proximity to public transportation
2. Proximity to low vote-by-mail usage communities
3. Proximity to population centers
4. Proximity to language minority communities
5. Proximity to voters with disabilities
6. Proximity to low rates of vehicle ownership communities
7. Proximity to low-income communities
8. Proximity to low voter registration rate communities
9. Proximity to geographically isolated populations, including Native American reservations
10. Accessible and free parking
11. Distance and time to travel to Vote Center and Ballot Drop-off Locations
12. The need for alternate methods for voters with disabilities for whom vote-by-mail ballots are not accessible
13. Traffic patterns near Vote Center and Ballot Drop-off Locations

14. The need for mobile Vote Centers

Data collected from several available sources (e.g., American Community Survey, ROV Voter Database, A.C. Transit bus stops, Bart Stations) is used to quantify some of these criteria.

The ROV compares the potential Vote Center location to map layers showing the geographical location of the populations and communities referenced in the criteria to ensure that adequate Vote Centers are provided for those communities.

Alameda County uses the above criteria along with the Center for Inclusive Democracy Vote Center Siting Tool to determine the best locations for the Vote Centers. This tool considers the required criteria and identifies ideal areas for the siting of the Vote Centers. See the image below.



In addition to the tool, our mapping section creates layers showing buffer zones of 1 mile around each Vote Center. This is to assist in ensuring that most voters don't have to travel more than a mile to get to a Vote Center. Additional layers are provided showing the area with 10,000 voters, which is helpful in making sure we provide an adequate number of Vote Centers in those areas. See the image below.



Input from the public is also taken into consideration in this process. The ROV adds importance to proximity to communities with historically low voter registration and Vote by Mail usage, as these communities are more likely to vote in person or take advantage of Conditional Voter Registration that is available at each Vote Center. Consideration is also given to the size of the voting area, the available free parking, and the familiarity of the voters with the location.

The ROV has been careful to ensure that the additional voting locations are sited in areas of underserved communities and areas of high voter density.

Composition of Election Workers

The ROV hires Election Workers (referred to by the Elections Code as Election Boards) to staff Vote Centers.

There is an effort to recruit as many bilingual Election Workers as possible in order to support the County's language needs. Efforts include advertising in the Voter Information Guide, County Announcements, County Website, through the Language Accessibility Advisory Committee, ROV website, social media, community events, communications to voters, news releases, and direct mailers. The composition of Election Workers is a combination of County employees and stipend volunteers. Election Workers are trained based on their assignment and are appointed to serve up to eleven (11) days based on their availability. The plan is to have up to nine (9) Election Workers at each Vote Center.

Electronic Pollbooks (E-Pollbooks)

In order to effectively implement the changes under the Voter's Choice Act (VCA), Vote Centers are equipped with E-Pollbooks (Elections Code §2183). An E-Pollbook is the combination of electronic hardware and software used to ensure secure electronic communication between Vote Centers and the ROV Data Information Management System (DIMS). The ROV DIMS then communicates information to the Secretary of State's Office through VoteCal. VoteCal is the centralized statewide voter registration database that interacts and exchanges data with county election management systems. This new VCA technology operates on a tablet that is "HARDENED," meaning only the SOS-certified E-Pollbook software is operable on the device.

E-Pollbooks contain an electronic list of registered voters (Roster Index) that may be transported and used at Vote Centers. The Roster Index is the official list of all registered voters eligible to vote in the election. It is primarily used to verify a voter's eligibility to receive a ballot and capture voter history in near real-time to prevent double voting.

E-Pollbooks are maintained in a secure locked waterproof case and are placed inside a secondary secured location. During operating hours, the data stored in these units are updated continuously. E-Pollbooks are programmed with user access allowing only authorized users to log in using a secured connection to a secured cloud server. This cloud server maintains the database and connection to the ROV's Data Information Management System for transmission of any updates to voter data.

E-Pollbooks may be used to verify voter registration data, including name, address, date of birth, preferred language, party preference, precinct, and Vote by Mail status. Furthermore, E-Pollbooks never store the following voter information: driver's license number or any reference to a social security number. E-Pollbooks provide near real-time searching and voter status information, essentially creating a better voting experience for both voters and ROV Election Workers.

Outreach

Public Consultations

Voter education and outreach goals for public input regarding the EAP under the Voter's Choice Act in Alameda County include the following:

- Potential Vote Center locations
- Potential Ballot Drop-off Locations
- Various language accessibility needs
- Alternate methods for voter accessibility needs
- Suggestions for community outreach through media and events
- Public Service Announcements highlighting options at Vote Centers to include:
 - Radio and T.V. Ads targeting all communities
 - Faith-based, senior, language, disability, unhoused, underserved, youth, and advocacy groups
 - Leveraging our partners from all communities for best practices
 - News releases, social media outlets, all community organizations, community events, and through the ROV Voter Education and Outreach Team

- The Toll-Free hotline (1-800-834-6454) is available in all required languages, and the information related to it can be found in the Voter Information Guide, direct mailers, Vote by Mail Ballot inserts, community newsletters, and media outlets.

Also, in accordance with the Secretary of State's Office and Elections Code Section 4005, after two (2) years and every four (4) years of the first Election Administration Plan being adopted.

The ROV will take the following steps:

Step 1: Publish Draft EAP for a 14-day comment period

Step 2: Issue 10-day notice of public hearing

Step 3: Hold a public hearing on the EAP

Step 4: Publish an amended draft EAP for a 14-day comment period

Step 5: Submit final EAP to SOS for approval

Step 6: Once the SOS approves the final education and outreach plan, the ROV will post an accessible version of the EAP in each language covered under Elections Code §14201 and Section 203 of the federal Voting Rights Act of 1965 on the county website.

Direct Mailers

Through two direct mailers, the public will be notified that all voters will be receiving a Vote by Mail Ballot. The notices will inform voters that an all-mailed ballot election will be conducted and that voters can return their ballot one of four ways: by mail (postage paid), at any Ballot Drop-off Location, 24-hour Ballot Drop Box, or at any Vote Center in the County. The notices will also include phone numbers and a website address where voters will have access to the following information: important dates, voting locations, hours of operation for Vote Centers, locations of 24-hour Ballot Drop Boxes, Ballot Drop-off Locations, and the deadline for requesting a replacement Vote by Mail Ballot. Additional information provided in the direct mailers includes important Vote Center information and County Voter Information Guide details. The notices will also provide voters with a link to the ROV website, phone numbers, and the toll-free hotline to request assistance at 1(800) 834-6454.

The first direct mailer will be mailed approximately 90 days before the election, followed by the next set to be mailed approximately 29 days before the election. All public notices and information related to VCA will be posted on the ROV website in an accessible format.

Language Accessibility, Voting Accessibility Advisory Committees, and Voter Education and Outreach Committee

The Registrar of Voters established a Voting Accessibility Advisory Committee (VAAC) in September 2001 and established a Language Accessibility Advisory Committee (LAAC) in February 2012 and has had an ongoing working relationship with the League of Women Voters for over 30 years. The ROV also has established a Voter Education and Outreach Advisory Committee (VEOAC) to expand its voter education program and provide ROV with insight from community perspective on the progress of our efforts and highlight areas where improvements are needed. The committee also informs residents about VCA and opportunities for community involvement. As the Registrar of Voters drafts the Election Administration Plan for a Vote Center model election, we will continue to work with our community partners to obtain feedback pertaining to the implementation of the Voter's Choice Act for Alameda County. To be part of the LAAC, VAAC, or VEOAC, email the Registrar of Voters' Office at vca@acgov.org. The VAAC and LAAC meet quarterly. The meetings are for one hour.

Attachment for Agenda Item #9 – Special Report from ROV

