

**ALAMEDA COUNTY ELECTIONS COMMISSION
APPROVED MEETING MINUTES**

Date: Thursday, September 18, 2025
Time: 4:00 PM
Location: Via Zoom/In person
San Lorenzo Library Greenhouse Community Room
395 Paseo Grande
San Lorenzo, CA 94580

1. Call To Order / Roll Call

The Elections Commission meeting of September 18, 2025, convened at 4:04 p.m. in the San Lorenzo Library Greenhouse Community Room. The meeting was called to order by President James R. Lindsay.

Present

Commission Members: Karen A. Butter, Irene Dieter, Susan R. Henderson, James R. Lindsay, Karl I. Seabrook, Zabre Valentine, Tiega N. Varlack, David Wagner and Allie Whitehurst.

City Clerk: Thai Nam Pham

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

County Counsel: Jason Allen.

Absent

Commission Members: Alissa Moore, Alexander Ramon, and Judy Belcher.

2. Swearing-In of New Commissioners

Tiega N. Varlack was sworn-in in public.

3. Approval of Agenda

No modifications were made to the agenda.

4. Approval of Minutes of July 17, 2025

Commissioner Pham said to note his appearance as remote from city hall in Union City. A motion to approve the minutes as amended was made by Vice President Dieter, seconded by Commissioner Butter, and passed 8 to 0 with one abstention.

5. Announcements and Communications

- From staff

Registrar Dupuis announced his retirement from his position as the Registrar of Voters and Director of the Information Technology Department as of March 27, 2026.

- From commissioners

Mr. Lindsay noted the report on the efficacy of the combined ROV/CIO was sent to the board of supervisors in July and explained that because the report along with Mr. Dupuis' response was only emailed and not published in the July agenda packet, it was included in today's agenda packet.

Commissioner Butter said that the City of Alameda League of Women Voters are pre-registering juniors and seniors in all six city public and private high schools.

6. Public Comment on Agenda Items

Public comments were made on the agenda items.

7. Monthly Update from Registrar of Voters Office

- **Registrar Dupuis** noted that the Washington Township Healthcare District parcel tax special election has been consolidated with the statewide Prop. 50 special election on temporary changes to congressional district maps, growing from about 190,000 voters to the full county's voters.
- Regarding in-person voting, there will be 20 vote centers open on October 25th and 18 additional vote centers open on November 1st. The drop boxes will open October 6th. The drop boxes will open October 6th. The Voter Information Guide mailing period is September 25th (E-40) through October 14th (E-21). The first day of mailing vote-by-mail ballots is October 6th, and the last day to register to vote is October 20th. If a voter registers before October 28th (E-7), the Registrar can still mail him the ballot.
- **Ms. Butter** asked what efforts were being made to encourage voters to mail their ballots early, the Registrar answered the Be-Vote-Ready mailer and related advertising is in place.
- **City Clerk Nam Pham** asked whether ROV will be contacting the city clerks to search for more vote centers, the Registrar answered that the vote centers have been finalized and will be posted next week, and the list will be announced (with a link) to the city clerks earlier.
- **Commissioner Varlack** asked when people register to vote on the last day (Oct. 20) would they have the option to mail in a ballot or must it be in person. **Ms. Cornejo** confirmed that those voters will receive a mail-in ballot.
- **Mr. Lindsay** asked about the poll pads pilot project, the answer was the Registrar will try but can't commit to institute changes in time for the June 2026 election.
- **Commissioner Wagner** asked for information on the search for Mr. Dupuis' replacement, **Mr. Dupuis** answered the board, county administrator, and Human Resources Dept. handle recruitments. **Ms. Butter** asked about that process, **Mr. Dupuis** answered that the logistics are complex, but generally the county administrator works with the human resources director to come up with an approach, and together they work with the board of supervisors.

8. Business Items

a. Business Items Ongoing Items from Ad Hoc Committees

(1) Voting Participation Committee

- **Commissioner Whitehurst** reported that the committee has been looking at ways

to increase voter participation, particularly among Black men and men who are incarcerated. They have worked with ROV staff to know what strategies are currently be used to engage with those populations and how to obtain data and quantifiable results on the strategies being used. Two political science professors suggested working with trusted private organizations to engage the targeted communities.

- A motion to add Commissioner Seabrook to the Voter Participation Committee was made by Ms. Dieter, seconded by Ms. Whitehurst and passed unanimously, 9 to 0.

(2) Improving Election Results Reporting

- Ms. Dieter reported that the Registrar asked the county's software vendor whether election results could include the percentage of voters who participated in each contest and the percentage of voters who had supported each candidate in plurality-at-large contests. The vendor can't generate that data currently, but will study the request and report back with the results. Ms. Dieter plans to meet with the ROV and vendor after the next state-certified software release.

(3) Nominations

- The committee continues to seek access to all the applications for the impacted community seat and is planning to interview a current candidate under consideration.

b. New Business

(1) Ballot Design

- Mr. Dupuis pointed out that the images in the agenda packet were accidentally transposed. He reported that according to the vendor there is limited flexibility to place all candidates in each contest on one touch-screen page, in part because the voter must be able to change the font size to increase accessibility, and the ballot is translated into other languages which use different amounts of space. Discussion ensued. Suggestions included the vendor providing a more prominent explanation to scroll down, using randomization of name placement, election workers or signs advising voters to scroll down, preventing voters from advancing to next item without acknowledging seeing all the candidates in a contest. Mr. Dupuis will bring the ideas to the vendor to build it into the interface.
- Mr. Dupuis said that yes-or-no questions could be placed on a separate page from candidates, but the tradeoff is printing costs for cities. Mr. Pham suggested adding a line between contests.

The commission decided to monitor the issue for further analysis.

(2) ROV Partnerships on Voter Registration Events

- The county outreach team works with the Secretary of State and 16 of the 17 county public school districts' administrators on an educational plan to engage students to learn about voting rights and responsibilities, how to pre-register, and the practical aspects of how to vote once they reach voting age. Ms. Butter asked whether the team would join the City of Alameda League of Women Voters pre-

registration project, Deputy Registrar Cornejo reported that the Outreach team has met several times with one of their representatives. Outreach is also working with other groups such as Oakland Rising and Youth Uprising as well as the League of Women Voters.

- Commissioner Whitehurst asked how other interested community organizations connect with the ROV to engage with the school districts, who they are and how the ROV measures the impact of what they do. Ms. Cornejo reported the ROV specifically works with an overall youth voting group that meets monthly regarding the youth vote city school districts, noting that because they are minors, the ROV must protect their privacy. She said anyone can contact the Outreach and Education team for information, which is listed on the ROV website.

(3) Review of Third-Party Contracts

This item postponed to a later meeting.

9. Special Report from the Registrar of Voters (heard before item 8(b)(3))

Mr. Dupuis reviewed the Election Results web pages, including “Election Day Reporting Turnout” (in-person voting over 11 days) and “Vote By Mailing Reporting Turnout,” and ranked choice voting results, as well as how to view some results by precinct mapping, how to request a CVR, and how to filter results.

10. Public Comment on Agenda or Non-Agenda Items

Public comment was made on the agenda and non-agenda items.

11. Adjournment

The meeting was adjourned at 6:31 p.m.

The next meeting will be Thursday, October 16, 2025, at the San Lorenzo Library.