

San Mateo County

Accessible Vote By Mail
System Implementation





Things To Do

- Decide how voters will access the system
- Write instructions on how to return the ballot
- Review all ballots for content
- Run Logic and Accuracy testing
- Test system with screen readers
- Communicate with Elections team
- Create publicity for system





Access AVBM System

- Make it easy
- Every voter can access via Voter Lookup

View my Accessible Vote by Mail Ballot

Accessible Vote by Mail Ballots are used for voters with disabilities or a military or overseas voter to mark an electronic ballot privately and independently. They are compatible with screen-reader technology. Once the ballot is marked, it needs to be printed out and returned to the Registration & Elections Division.

Recommended browsers and screen readers. Windows: Internet Explorer and Narrator, Internet Explorer and JAWS, or Firefox and NVDA. Mac: Safari and VoiceOver

View and mark your Accessible Vote by Mail Ballot in a screen-readable format.

Vea y marque su Boleta de Votación por Correo Accesible en formato para su lectura en pantalla.

通過無障礙螢幕閱讀方式來查看並標記您的郵寄投票選票。





Confirmation of Eligibility

Please confirm your eligibility to access this system.

Under California law, only voters in the military, overseas voters, and voters with disabilities are eligible to use this accessible Vote by Mail system.

- I am either a voter with a disability or a military or overseas voter, and therefore I am eligible to use this accessible Vote by Mail system.
- I understand that my selections marked by this system and submitted to the San Mateo County elections official will then be transferred onto an official ballot for tabulation.
- I understand that my selections marked by this system must be printed by me and submitted to the San Mateo County elections official. Ballots that are mailed must be postmarked by November 7, 2017, and received no later than November 13, 2017. Ballots that are not mailed must be received no later than 8 p.m. Pacific Time on Tuesday, November 7, 2017.

I certify that all of the above are true.



Write Instructions

Military/Overseas Voters

- Can return ballot by fax.
- Faxed ballots need oath of voter
- Doesn't need instructions about returning in person
- Cannot return ballot by email

Non Military/Overseas Voters

- Cannot return ballot by fax
- Needs instructions about returning in person
- Cannot return ballot by email



Write Instructions

How to Return Your Ballot

After marking and printing your ballot, you may return it in person or by mail.

How to mail your ballot using a *San Mateo County* return envelope

1. Print your marked ballot.
2. Place your marked ballot into the San Mateo County return envelope that you received in the mail.
3. Sign the envelope between the hole punches. **This is important!** In order to count your ballot, your signature on the envelope must match the signature in your voter registration record.
4. Seal the envelope.
5. Mail the postage-paid envelope.

If you need a San Mateo County return envelope, contact us at 650.312.5222 or registrar@smcare.org and we will mail one to you.

How to mail your ballot using *your own* envelope

1. Print your marked ballot.
2. Click the button below to print the Oath of Voter.
3. Sign the Oath of Voter and write your address on the form. Your voted ballot—if you send it in your own envelope—cannot be counted unless the Oath of Voter is





Write Instructions

US POSTAL SERVICE: DELIVER TO ADDRESS ON OTHER SIDE

Power of Attorney Not Accepted. Signature will be compared with signature on file.
Disabled voters may use a "mark" but must include witness signature.
Voter must sign using their own handwriting in order for their ballot to be counted.

VOTER'S SIGNATURE REQUIRED FOR VERIFICATION



Date _____

Residence Address (No P.O. Box or Mailing Address) _____

State of California, }
County of San Mateo } s.s.

I declare under penalty of perjury under the laws of the State of California that I am the person whose name and address appears on the envelope and that I am a resident of the precinct in which I am voting and neither have applied for nor intend to apply for a vote by mail ballot from any other jurisdiction for the same election.

Voting is Easy!

1. Vote your ballot and put it in this envelope.
2. Sign next to the **X** in the signature box.
3. Seal the envelope.
4. Return or postmark your ballot by **Election Day**.



Oath of Voter

I, _____, understand that my name
Full name – Please Print
and signature will be permanently separated from my voted ballot to maintain its secrecy at the onset of the tabulation process and thereafter.

My San Mateo County residence address is:

Street Address

City

Zip





Proofing & Testing the System

- Review all ballot content
- Run Logic and Accuracy testing in all three languages

NOVEMBER 2017 CONSOLIDATED MUNICIPAL, SCHOOL AND SPECIAL DISTRICT

L & A	1	2	3	4	5	6	7	8	9	10	11	12	NV	TALLY
MASTER MATRIX	E	S		E	S		E	S		E	S		E	
BURLINGAME SCHOOL DISTRICT (3)														
DAVINA DRABKIN	X													1
KAY COSKEY	X	X												2
DOUGLAS B LUFTMAN	X	X	X											3
ELIZABETH KENDAL	X	X	X	X										4
WRITE IN ABC			X											1
WRITE IN DEF				X	X									2
WRITE IN GHI				X	X	X								3
PORTOLA VALLEY ELEMENTARY SCHOOL DISTRICT (3)														
KARYN BECHTEL	X													1
JEFF KLUGMAN	X	X												2
KAREN A TATE	X	X	X											3
MICHAEL MAFIA	X	X	X	X										4
WRITE IN ABC			X											1
WRITE IN DEF				X	X									2
WRITE IN GHI				X	X	X								3





Proofing & Testing the System

- Test system using different browsers/screen readers
 - Browsers: IE, Chrome, Firefox
 - Operating Systems: Windows 7, Windows 10, MacOS
 - Screenreaders: JAWS, NVDA, Narrator, VoiceOver
- Send instructions and system link to Voting Accessibility Advisory Committee





Communication

Tell Elections Team

- VBM Unit
- Phone Bank
- Poll Workers
- Vote Center Staff

**Election: NOVEMBER 7, 2017 CONSOLIDATED
MUNICIPAL, SCHOOL AND SPECIAL DISTRICT
ELECTION**

Precinct: 6
Ballot Style: 6



SCHOOL

SAN MATEO-FOSTER CITY SCHOOL DISTRICT
MEMBERS, GOVERNING BOARD

SHARA WATKINS

SHIRAZ ZACK KANGA

NOELIA CORZO

DISTRICT

HIGHLANDS RECREATION DISTRICT
MEMBER, BOARD OF DIRECTORS

RACHAEL WEBSTER





Publicity

Create

- Press Release
- Flyer
- Web page



San Mateo County Accessible Vote by Mail System

A new service for voters with disabilities for the

November 7, 2017

Consolidated Municipal, School and
Special District Election



What

Voters with disabilities can vote privately and independently by accessing and marking a ballot in a screen-readable format from any computer. Ballots must be printed out and returned to the Registration & Elections Division. Marked ballots cannot be emailed.



When

Access the service anytime, day or night, through November 7, 2017 at 8 p.m.



How

- Go online to www.shapethefuture.org/MyElectionMaterials and enter your information to find a link to your ballot; or
- Email us at registrar@smcare.org or call 650.312.5222 to have a link to your ballot emailed to you.

Voters with disabilities can:

- Vote on any computer with internet access.
- Use a screen reader to mark their ballot privately and independently.
- Easily access the service anytime, day or night.



SOS certifies October 11

Go live on October 25

Wait for ballots to be
returned!



After the Election

- 5 ballots were returned!
- Debrief
- Write report to SOS





What We Learned

- Improve instructions
 - Make sure that all forms are screen readable and fillable
- Have more publicity
- Have additional places where voters can access system
- Conduct Survey

