



# County of Tuolumne Voter's Choice Act (VCA)

## Election Administration Plan

Amended Plan: January 30, 2020

Please contact with any questions or comments at:

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☎ (209) 533-5570

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For further information, please visit our website:

🖥 [www.co.tuolumne.ca.us/elections](http://www.co.tuolumne.ca.us/elections)

**Deborah Bautista**  
**Tuolumne County Clerk & Auditor-Controller**

## Introduction

The Tuolumne County Elections Department aims to carry out elections with a spirit of innovation, integrity, accessibility, transparency, and efficient use of taxpayer resources.

Our office is preparing for its implementation of the Voter's Choice Act (VCA). Under this act, voters will have more choice on how, when, and where they vote. For the March and November elections in 2020, every registered voter in Tuolumne County will receive a vote-by-mail ballot. They may mail it, or drop off their ballots at a Vote Center or in one of our many secure drop-off locations throughout the county. However, if a voter does not want to vote the vote-by-mail ballot, they will also have the option to vote in person. If a voter chooses to vote in person, he/she will no longer be limited to a single polling place on a single day. A voter may go to any vote center location throughout the county; our office will be open 29 days before the election, one vote center will be open ten (10) days before the election and two vote centers will be open three (3) days before the election, and one mobile vote center with variable hours open through Election Day, including weekends. The voters of Tuolumne County will have more choice.

In keeping with our office's goals, we believe this model will increase election integrity, accessibility, and voter turnout.

In order for Tuolumne County to transition to the VCA model, this Election Administration Plan (EAP) was put together by our office in collaboration with our community. Our EAP describes how we plan to educate the public regarding the choices that come with the VCA model. It includes information about our proposed vote centers and drop-off locations, and how they will operate. With this EAP we hope to provide a clear idea of how our office is planning to administer future elections in Tuolumne County.

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## Vote Centers

There will be a total of five vote centers available to all voters in Tuolumne County. Below is a list of proposed vote centers. All vote centers will be open for at least eight (8) hours a day. On Election Day, all vote centers will be open from 7:00 am to 8:00 pm. Exact hours of each vote center's operation will be posted on the Tuolumne County Elections webpage ([www.tuolumnecounty.ca.gov/elections](http://www.tuolumnecounty.ca.gov/elections)) and included in the Tuolumne County Voter Information Guide.

§4005(a)(10)(I)(vi)(I), §4005(a)(10)(I)(vi)(III), §4005(a)(10)(I)(vi)(VI)

## Vote Center Locations

EC 4005(a)(3)(A), 4005(a)(4)(A), 4005(a)(10)(B)(xiv), 005(a)(10)(I)(vi)(V)

### Vote Centers Opening 29 Days Before Election Day

#### Tuolumne County Elections Department

2 South Green Street  
Sonora, CA 95370

### Vote Centers Opening 10 Days Before Election Day

#### Tuolumne Memorial Hall

18375 Fir Dr  
Tuolumne, Ca 95383

### Vote Centers Opening 3 Days Before Election Day

#### Groveland Library

18990 Hwy 120  
Groveland, Ca 95321

#### Twain Harte Bible Church

18995 Twain Harte Drive  
Twain Harte, CA 95383

## Mobile Vote Centers

The Tuolumne County Elections Office is implementing a mobile vote center. The hours of operation for this mobile vote centers will be available to the public on the Tuolumne County Elections website and in voting materials sent to voters. Any mobile vote centers will have the same functionality as any established vote center.

A mobile vote center under consideration for the March 2020 election is:

### Wilson Realty Building

18125 Main Street  
Jamestown, Ca 95327

## Map of Vote Centers

See **Appendix D** for a map of all vote centers in Tuolumne County. See **Appendix E** for the demographic maps of Tuolumne County.

## Vote Center Details

§4005(a)(10)(I)(vi)(IX, 4005(a)(10)(I)(vi)(XI)

## Staffing Vote Centers

Each vote center will tentatively have at least four paid staff members including a vote center supervisor. The vote centers located in Jamestown will have at least one staff member who is fluent in English and Spanish.

## Design and Layout of Vote Centers

Vote centers will be designed in a way to ensure each voter has the right to cast a private and independent ballot. Voting equipment and ballot boxes will be placed strategically in the vote center so that they are easily identifiable by voters and can be monitored by vote center staff. See **Appendix F** for the design and layout of vote centers.

## Security and Contingency Plans

§4005(a)(10)(I)(iv), §4005(a)(10)(I)(vi)(VIII)

### Ensuring the Security of Voting

The Tuolumne County Elections Office will ensure the security of voting conducted at vote centers using the following methods and standards:

- Every vote center staff member will be well trained and prepared to assist eligible voters in every way possible.
- Vote center staff will have access to voter information to determine if a voter is properly registered, whether the voter has received a ballot, whether the voter has returned a ballot, and what type of ballot to issue the voter to ensure every eligible voter casts the ballot he or she is eligible to vote in each election.
- Furthermore, electronic rosters will communicate with our election management system which is connected to VoteCal, the official statewide voter registration database managed by the California Secretary of State. VoteCal will track voters across the state and notify vote center staff if a voter is actively registered in another county and if the voter has received and/or returned a ballot in another county.
- Any and all equipment that will be connected to the election management system's server will be in full compliance with all security measures and regulations (§20158) with the assistance of Tuolumne County Information and General Services staff.
- Each vote center will have equipment, resources, and signage placed strategically to ensure every voter has the opportunity to cast a private and independent vote.
- The Dominion voting equipment will not be connected to any network. All equipment will be sealed with official election seals and will be shut down and locked when vote centers are not open.
- Any and all recorded votes, including paper ballots, CVR ballots, provisional ballots, and vote by mail ballots, will be securely transported to the Tuolumne County Elections Office daily.

### Prevention Measures and Potential Disruptions

All elections and vote center staff will be well trained and prepared for potential disruptions at vote centers. The Tuolumne County Elections Office will have an experienced staff on duty to be able to distribute needed replacement materials and equipment. Furthermore, the staff will be equipped to troubleshoot equipment. All vote centers will have tablets in order to connect quickly with the elections department and staff when necessary. See **Appendix G** for a list of potential disruptions and responses that will be implemented by elections and vote center staff should a disruption occur.

## Ballot Drop-off

There will be at least five ballot drop-off locations in Tuolumne County. All ballot drop-off locations will be open 28 days before the election through Election Day. All ballot drop-off locations will be open at least normal business hours. The 24-hour ballot drop-off locations will close at 8 pm on Election Day. Exact times of each drop-off location's operation will be posted on the Tuolumne County Elections webpage.

§4005(a)(1)(A), §4005(a)(10)(I)(vi)(II)

## Ballot Drop-off Locations

§4005(a)(1)(B,) §4005(a)(10)(I)(vi)(IV), §4005(a)(10)(I)(vi)(VII), §4005(a)(10)(I)(vi)(V)

## Daytime Ballot Drop-off Locations

### Tuolumne County Elections Office

2 South Green Street  
Sonora, CA 95370

## 24-Hour Ballot Drop-off Locations

### Sonora Library

480 Greenley Rd  
Sonora, CA 95370

### Junction Shopping Center

13775 Mono Way  
Sonora, CA 95370

### Mi-Wuk Library/MAHA

24411 Sierra Park Rd  
Mi-Wuk Village, CA 95346

### Columbia Elementary

22540 Parrotts Ferry Rd  
Columbia, CA 95310

## Map of Ballot Drop-off Locations

See **Appendix D** for a map of ballot drop-off locations in Tuolumne County. See **Appendix E** for demographic maps of Tuolumne County.



## Voter Education and Outreach

§4005(a)(10)(I)(i)(VI)

Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters will be making significant efforts to educate the community at large in Tuolumne County regarding the California Voter's Choice Act (VCA). See **Appendix A** for publications and other materials regarding voter education and outreach, as well as the reasons for the choice of media sources.

## Media and Public Service Announcements

§4005(a)(10)(I)(i)(II), §4005(a)(10)(I)(i)(VIII)

The Tuolumne County Elections Department will use a variety of media and public service announcements in accessible formats to educate the voting-age population in Tuolumne County, to promote the availability of an accessible vote-by-mail ballot and how to request one, and to promote the toll-free voter assistance hotline, (209) 533-5570. Media will include, but not be limited to, public access station via Board of Supervisors meetings, newspapers, radio, signs, advertisements, and social media. The following Tuolumne County media outlets have been chosen with consideration of their target audience, frequency of publication, reach, accessibility, and consultation with the public:

- Newspapers: *The Union Democrat*
- Radio: KVML, KKBN, KZSQ
- Social Media: Facebook (TuolumneCountyElections) and Twitter (@TuolumneCoElect)
- Movie Advertisement
- Access Tuolumne (Cable Public Access) via Board of Supervisors meetings broadcasts

Significant efforts for educating potential voters through the above-mentioned media will be implemented between November 2019 to February 2020. The Tuolumne County Elections Department believes the best approach would be to educate voters nearer to the March 2020 Election rather than several months prior.

The County of Tuolumne has one local newspaper and a few radio stations. As a result, these will be the media for which voter education and outreach will occur.

PSAs will inform voters on the availability of a vote-by-mail ballot in an accessible format and the process of requesting such a ballot.

## Having a Community Presence

§4005(a)(10)(I)(i)(III)

The Tuolumne County Elections Department will educate the voters in Tuolumne County by having a community presence.

One method Tuolumne County Elections will achieve this is by giving talks and presentations at community and social organizations concerning the Voter's Choice Act. We will also ask these organizations, if possible, to use their newsletters, email lists, social media, websites, and/or events to inform their community. Types of organizations the Tuolumne County Elections Department will reach

out to consist of, but will not be limited to, assisted living facilities, homeowner associations, local businesses, mobile home parks, nonprofits, political organizations, retirement homes, and schools. These organizations will receive official media for purposes of education and outreach from the Tuolumne County Elections Department.

The Tuolumne County Elections Department will put emphasis on the availability of an accessible vote-by-mail ballot and how to request one with key organizations such as Disability Resource Agency (DRAIL).

The Tuolumne County Elections Department has had meetings with the public and will continue to have meetings with community members. The department will also provide materials for or attend local events that are recommended by our staff and community members. Community event attendance will be published on the Elections website when confirmed.

See **Appendix C** for a list of events of the Tuolumne County Elections Department plans to attend.

### **Directly Contacting Voters**

§4005(a)(10)(I)(i)(X)

Tuolumne County Elections will make two direct contacts with voters for purposes of informing voters of the upcoming election and promoting the toll-free voter assistance hotline. These contacts will be in addition to other contacts with voters including, but not limited to, voter information guides and the delivery of vote by mail ballots.

One direct contact will be a mailing to registered voters in Tuolumne County informing them that a vote-by-mail ballot will be sent to all registered voters regardless of vote-by-mail preference. The other mailing will be sent after ballots have been mailed informing these voters of their voting options at vote centers, if they would prefer to vote in person, and options for returning their vote by mail ballots.

### **Using Resources to Ensure Voters are Informed**

§4005(a)(10)(I)(i)(VII)

The Tuolumne County Elections Department will spend the necessary resources on voter education and outreach to ensure that voters are fully informed about the election conducted in accordance with the Voter's Choice Act.

## Voters with Accessibility Needs

The Tuolumne County Elections Department formed a Voter Accessibility Advisory Committee (VAAC) to establish how to best educate and reach members of the disability community in Tuolumne County regarding the VCA. The committee members are committed to assisting in developing plans to best serve the voters with disabilities in Tuolumne County. Please see **Appendix B** for materials regarding this committee.

### Educating the Disability Community – Voter Education Workshop

§4005(a)(10)(I)(i)(VI)(ib)

The Tuolumne County Elections Department will be holding one voter education workshop to increase accessibility and participation of eligible voters with disabilities in the Winter of 2019. The date, time, and location of this workshop will be publicly announced at least ten (10) days prior to its scheduled time.

### Accessible Website

§4005(a)(10)(I)(i)(IV)

The Tuolumne County Elections website will be an accessible website per standards recommended in §2053(b)(4).

The Tuolumne County Elections Department will work with the Tuolumne County Information Services staff to ensure that all election information is available in text-based format on the accessible website.

Information includes, but will not be limited to, a list of the ballot drop-off locations and vote centers with dates and hours they are open, as well as the services available at vote centers. The Tuolumne County Elections Department is also planning a webpage to educate everyone about the accessible voting tools available.

### Accessible Services Available at Vote Centers and Ballot Dropoff Locations

§4005(a)(10)(I)(vi)(X)

Each vote center will have accessible parking available and will be ADA compliant. Vote centers will be surveyed by staff to ensure that each vote center has the equipment and materials needed to be ADA compliant. All vote centers will be equipped with at least three accessible electronic voting machines (Dominion Voting) and have paper ballots available if desired. These electronic voting machines will have the option of an audio ballot and a connection for sip-and-puff technology. Our staff will be trained to assist any voter in the best way possible and the Tuolumne County Elections Department is experienced in using this equipment.

All exterior and interior ballot drop-off locations will be accessible and as near to public transportation routes as possible.

## Accessible Vote-by-mail Ballot

Accessible Vote-by-Mail (AVBM) allows voters to vote on their own assistive devices. To use AVBM, a voter must first make a request for an AVBM ballot from County elections office either by returning the postage paid postcard they received in their vote-by-mail packet, phone, or email.

Once the request is received, an email with a link to the AVBM will be sent to the voter. The voter must click on the link and enter their voter information (i.e. birthdate and voter ID) in a secured portal. After entering their information, the voter must affirm they are a voter with a disability (type of disability is not asked).

The voter marks their ballot using their own assistive technology (jelly switches, screen readers, mouse keys, sip and puff, etc). Once the ballot is complete, the voter must print out the ballot with their selections and place it in an envelope. AVBM voters are encouraged to use the envelope that is mailed with their vote-by-mail ballots. Using the vote-by-mail envelope will ensure postage is paid, and make it is easier for election staff to identify. The voter must sign the envelope and then can return the ballot by mail (postmarked and received within 3 days after Election Day), drop box, or vote center by 8 pm on Election Day.

## Requesting an Accessible Vote-by-Mail Ballot

§4005(a)(8)(B)(iii)

All registered voters will receive a vote-by-mail ballot. A postage-paid postcard for the purpose of requesting an accessible vote by mail ballot will be included in the vote-by mail-ballot materials sent to each voter. Voters needing an accessible vote-by-mail ballot will be able to request one by filling out the included postage-paid postcard and returning it to the Tuolumne County Elections Department or by following instructions posted on the Tuolumne County Elections website. The Tuolumne County Elections Department will be using the Dominion Voting platform to distribute remote accessible vote-by-mail ballots.

## Requesting a Replacement Ballot

§4005(a)(10)(I)(ii)

Voters with disabilities can request a replacement ballot two ways: (1) by mail or (2) by visiting any vote center. Voters who would like to request a replacement ballot by mail may do so by following instructions on the Tuolumne County Elections Department website. The last day replacement vote by mail ballots can be mailed is seven days before the election. Voters with disabilities can also visit any vote center to receive a replacement ballot or to vote on accessible voting equipment.

### Toll-Free Hotline for Deaf and Hard of Hearing Voters

§4005(a)(10)(I)(vii)

Deaf and hard of hearing voters may call the Tuolumne County Elections Department by dialing the California Relay Service at 711, Monday – Friday: 8 am – 5 pm, and 7 am – 8 pm on Election Day. The toll-free hotline number will be posted on the Tuolumne County Elections website and in voting materials sent to voters.

### Voter Education Workshops for those with Disabilities

§4005(a)(10)(I)(i)(VI)(ib)

The Tuolumne County Elections Department will be holding a voter education workshop to increase outreach and the participation of Tuolumne County’s disability community in December 2019. The date, time, and location of these workshops will be publicly announced at least ten (10) days prior to their scheduled time.

### Addressing Disparities in Voter Accessibility and Participation

§4005(a)(10)(I)(iii)

After any election that is conducted in compliance with the Voter’s Choice Act, the Tuolumne County Elections Department will make a reasonable effort to address significant disparities in voter accessibility and participation.

The Tuolumne County Elections Department will meet with the Tuolumne County VAAC to address and discuss any issues that ensued during the election. Furthermore, the Tuolumne County Elections Department will survey all vote center staff to evaluate and address any disparities regarding voter accessibility and participation.

## Language Minority Communities

The Tuolumne County Elections Department formed a Language Accessibility Advisory Committee (LAAC) to establish how to best educate and reach the language minority communities in Tuolumne County regarding the VCA.

### Bilingual Voter Education Workshops

§4005(a)(10)(I)(i)(VI)(ia)

The Tuolumne County Elections Department will be holding a bilingual voter education workshop to increase outreach and the participation of Tuolumne County's Spanish-speaking community in December 2019. The date, time, and location of these workshops will be publicly announced, in English and Spanish, at least ten (10) days prior to their scheduled time.

### Media and Public Service Announcements

§4005(a)(10)(I)(i)(I), §4005(a)(10)(I)(i)(IX)

Tuolumne County does not have any media outlets that are specific to the Spanish speaking population. Therefore, the Tuolumne County Elections Department and LAAC is establishing a list of community partners that can assist with educating the Spanish-speaking communities in Tuolumne County. This will primarily be done through the distribution of educational material in Spanish. How community partners will distribute Spanish educational material will be at their own discretion, but the Tuolumne County Elections Department has and will recommend including material in emailing, newsletters, and distributing flyers at public events they attend or through their daily operations.

Public service announcements for purposes of informing voters and promoting the toll-free voter assistance hotline will be posted in Spanish in *The Union Democrat*.

Several Spanish radio stations have been brought to the attention of the Elections Department, but none of them are based in Tuolumne County or target its residents. The primary issue with advertising through these stations will be confusing to non-residents with information addressed to Tuolumne County residents. It was concluded that advertising through non-local outlets would be detrimental to counties that are not adopting the new election model.

### Spanish Toll-Free Voter Assistance Hotline

§4005(a)(10)(I)(vii)

The Tuolumne County Elections Department will provide a toll-free voter assistance hotline for Spanish speakers in Tuolumne County. This hotline will be operational 29 days before the election through 5:00 pm the day after the election. The number for this hotline will be posted on the Tuolumne County Elections website and in voting materials sent to voters.

## Spanish Educational Material

The Tuolumne County Elections Department will distribute educational material in Spanish provided by California's Secretary of State through other organizations that opt to use it in their outreach.

## Identifying Language Minority Voters

§4005(a)(10)(I)(i)(V)

The Tuolumne County Elections Department identifies language minority voters by their language preference indicated on voter registration forms. Minority language voters may also email or call the Tuolumne County Elections Department to designate their language preference. We collect and store this data in our election management system. Furthermore, we receive information about the language minority communities from the United States Census Bureau.

## Estimated Cost and Savings

§4005(A)(10)(I)(v)

The Tuolumne County Elections Department has determined that costs will exceed savings with the first implementation of the VCA. However, the Tuolumne County Elections Office predicts that over time, conducting elections in accordance with the VCA will encourage savings based on evidence from Colorado who implemented a similar elections model. According to a report published by The PEW Charitable Trusts, election costs declined 40% on average after the implementation of Colorado's Voter Access and Modernized Elections Act of 2013.

Estimated short-term costs include purchasing ballot on demand printers for all vote centers that will enable staff to print all ballot types within the county for that election. Included in short-term costs are the purchasing of tablets for vote center staff to have the ability to process voters directly in the election management system. Additional short-term costs include, but are not limited to, secure internet connections at all vote centers, extensive training for staff, purchasing of ballot drop boxes, and facility rentals.

Anticipated long-term savings include decreased costs for equipment, including the purchase of new equipment and equipment maintenance, ballot printing, and labor.

See Appendix H for an example of the budget and expected costs and savings for the March 2020 Primary Election as compared to the June 2014, 2016, and 2018 Primary Elections.



## Budget Comparison

Budget comparison between the 2014, 2016, and 2018 budget, and the 2020 budget estimate.

Outreach Activity	2014 Primary Election	2016 Primary Election	2018 Primary Election	2020 Primary Election (Estimates)
Newspaper Publications (Legal Notices and Advertisements)	\$507	\$2,771	\$1,159	\$5,000
Radio PSA (Script development, interview availability, translation services)	\$0	\$0	\$0	\$6,000
Television PSA (Script development, interview availability, translation services, and Movie Advertisement)	\$0	\$0	\$0	\$5,000
Direct Voter Contact Mail	\$0	\$0	\$0	\$25,000
Voter Education and Outreach	\$0	\$0	\$0	\$20,000
Public Workshops/Meetings -required workshops, Voting Accessibility Advisory Committee/Language Accessibility Advisory Committee Meetings, other events	\$758	\$0	\$1,646	\$7,000
Election Workers - Volunteers	\$9,389	\$13,618	\$14,522	\$0
Election Workers- Relief	\$4,484	\$5,643	\$9,542	\$32,295
Ballot Coding and Layout	\$5,131	\$51,839	\$8,291	\$10,000
Rental Halls & set up	\$1,375	\$1,468	\$1,446	\$1,000
Vote by Mail Ballot Printing/ Sample Ballot Printing/ Precinct Ballots	\$56,954	\$112,124	\$98,921	\$89,705
Translations- ballot and information	\$65	\$65	\$65	\$3,000
<b>Total Cost</b>	<b>\$78,662</b>	<b>\$187,528</b>	<b>\$135,592</b>	<b>\$204,000</b>

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## Publications and Media Outreach

Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters will be making significant efforts to educate the community at large in Tuolumne County regarding the California Voter's Choice Act (VCA).

The following pages include publications and media material regarding the California Voter's Choice Act which has already appeared in in the County of Tuolumne regarding the VCA implementation in 2020.

Published Aug. 19, 2019

By: Alex Maclean

# Tuolumne County to implement new voting system in 2020 elections

The sacred act of voting will be a little different for Tuolumne County residents in the 2020 elections, though officials are hoping the changes will make it easier and reduce costs.

The county Elections Office will implement the new system under the California Voters Choice Act beginning with the March 3 presidential primary election, after deciding not to do so in the 2018 elections because of a lack of funding.

County Auditor-Controller Debi Bautista, who also serves as the county clerk and registrar of voters, explained that the state has provided funding this year to purchase the new equipment needed to implement the system.

Bautista said the office's budget for new equipment in the current fiscal year is about \$290,000, which will be offset by \$250,000 from the state and additional grants that she can retroactively use for purchases in past years.

All registered voters under the new system will receive a vote-by-mail ballot that they can cast at any designated "vote center" prior to or on election day, as opposed to going to an assigned polling location only on the day itself.

There will also be conveniently located drop-off locations throughout the county.

The goal is to make voting more accessible for everyone and boost participation by modernizing and streamlining the process. Bautista said it should also speed up the tallying of results and reduce costs to the county after the first year.

Bautista said the additional costs in the first year are mainly associated with outreach to inform the public about the changes.

“There are some one time costs in the budget this year for outreach and meetings that we won’t have to do in the future,” she said.

One of the chief savings in future years will be from the reduced number of polling locations and workers required for them. There were 27 stations throughout the county in the November 2018 election requiring more than 100 paid workers.

The county has scheduled a voting accessibility forum at 6 p.m., Aug. 29, and a language accessibility forum at 6:30 p.m. Aug. 29 to educate people about the new system and get feedback.

The forums will be held in the county Board of Supervisors chambers on the fourth floor of the County Administration Center at 2 S. Green St., Sonora.

Tuolumne County typically sees a higher turnout of registered voters than most others in the state about 70 to 80 percent depending on the election cycle. In the November 2018 election, more than 75 percent of the 31,999 registered voters cast a ballot.

About 63 percent, or 20,217 of the county’s registered voters, cast a vote-by-mail ballot in the November 2018 election. Statewide, 65 percent of all California voters cast a vote-by-mail ballot.

## Radio Interviews

As of the publishing of the Election Administration Plan, both Deborah Bautista, County Clerk & Auditor-Controller, and Robbie Bergstrom, Assistant County Clerk, have performed on two radio interviews.

### Interview for MotherLode Views with BJ Hansen

Both Deborah Bautista and Robbie Bergstrom were interviewed about the Voter's Choice Act by BJ Hansen for the radio show MotherLode Views on September 12, 2019. The show was broadcast multiple times on Saturday, September 14 and Sunday, September 15, 2019. It is still available on the websites archives.

### Interview for KAAD with Patti Cherry

Both Deborah Bautista and Robbie Bergstrom were interviewed about the Voter's Choice Act by Patti Cherry for a radio show to be broadcast on September 11, 2019. At the time of the interview, the show did not yet have a scheduled date of broadcast.

# CHOOSE HOW YOU VOTE

## VOTE BY MAIL

or

## VOTE IN PERSON

**return** your VBM ballot:



**By mail**  
with postage paid



At a secure ballot  
**drop-off location**



At any  
**vote center**

**services** at Vote Centers:



Open up to  
**10 days**  
before Election Day



**Accessible**  
voting equipment



**Same day**  
voter registration



**Tuolumne County**  
**Elections Department**

 2 S Green Street, Sonora CA 95370

 (209) 533-5570

 [elections@co.tuolumne.ca.us](mailto:elections@co.tuolumne.ca.us)





## Election Security Measures

Election security is becoming more and more a topic of discussion with the public. We understand securing our electoral process is key to ensuring trust in our voters. Below are general measures taken by your local elections office and state to protect our right to vote.

### Voter Registration

Many steps are taken to keep our voter registration records current. For example:

- When a person registers to vote, their information is compared against the databases of the Department of Motor Vehicles and the Social Security Administration.
- Our system is looking for duplicate records daily both locally and statewide.
- We update registration addresses based on many sources, including USPS Notifications, DMV Files, and undeliverable mail.
- If a person passes away, we are notified by both State and local agencies. We even comb the obituaries to alert us to any updates needed.



### Voting process and machine security

- Whenever a person wishes to vote, we first verify they are a registered voter as well as verify they have not yet voted.
- The Vote Center's electronic rosters will be communicating under an invisible hotspot at the location.
- All voting machines, once coded and tested, are sealed. They are not connected to the internet and have no outside connectivity. The machines will be under view of the Vote Center employees.
- After every election, we perform an audit of 1% of the precincts. We perform a visual count to verify the machine count matches.



## Public Meetings and Community Group Presentations

Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters, has been making significant efforts to educate the community at large in Tuolumne County regarding the California Voter's Choice Act (VCA).

To benefit the voting public and community as a whole, and as required by Election Code §4005(a)(10), the Elections Department has begun the steps to communicate with the public concerning our plan to implement the Voters Choice Act.

This includes public meetings, releasing of this document, our Election Administration Plan, and presentations at various community groups and organizations.



## **Voter's Choice Act – Voting Accessibility Consultation Agenda**

### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 29, 2019  
6:00 pm

### **Agenda**

- 1. What is the Voter's Choice Act?**
- 2. Differences between the old and new election model**
- 3. Technology to assist voters**
- 4. Locations**
  - A. Criteria for choosing a location**
  - B. Locations under consideration**
- 5. Budget**
- 6. Addressing security concerns**



## **Voter's Choice Act – Language Accessibility Consultation Agenda**

### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 29, 2019  
6:30 pm

### **Agenda**

- 1. What is the Voter's Choice Act?**
- 2. Differences between the old and new election model**
- 3. Outreach methods**
- 4. Locations**
  - A. Criteria for choosing a location**
  - B. Locations under consideration**
- 5. Budget**
- 6. Addressing security concerns**

## List of Groups for Community Outreach

### Presented

- Board of Supervisors Meeting
- Public Health Department, 07/26/2019
- Joint Republican Women's Caucus and Central Committee, 08/26/2019
- Candidate Filing Class, 08/27/2019
- Public Consultation Meeting, 08/29/2019
- Mother Lode Citizen Connect, Voter Registration Training, 09/19/2019
- Tuolumne League of Women Voters, 10/05/2019
- Kiwanis Club, 10/11/2019
- Summerville High School, 10/22/2019 - 10/23/2019
- Sonora High School, 10/28/2019 - 10/29/2019
- Tuolumne County Chamber of Commerce, 11/04/2019
- Democratic Women's Coalition, 11/07/2019
- Democratic Club 11/12/2019
- California Retired Teachers Association, 11/18/2019
- Sonora Rotary 11/19/2019
- American Association of University Women (AAUW), 11/21/2019

### Scheduled

- We Are Tuolumne (County Employees), 12/02/2019, 12/10/2019
- We Are Tuolumne (Sonora Senior Center), 12/16/2019
- Tuolumne County Genealogy Society, 01/13/2020
- We Are Tuolumne (Groveland,) 01/14/2020
- Lions Club 01/22/2020
- We Are Tuolumne (Twain Harte), 01/23/2020
- We Are Tuolumne (Chicken Ranch Casino) 02/25/2020
- State of Jefferson, 02/26/2020

## Proposed

- Elks Lodge
- Moose Lodge
- American Legion Hall
- Veterans of Foreign Affairs 4748
- Twain Harte Soroptimists
- Senior Centers
- Superintendents of Schools
- Chamber of Commerce
- Deputy Sheriff Association
- Homeowners Associations
- Habitat for Humanity of Tuolumne County
- Helping Hands
- Junction Merchant Association
- Pine Mountain Lake Aviation Association
- Power Women of Groveland
- Unitarian Universalist Fellowship of Tuolumne County
- Sierra Women's Foothills Club
- Tuolumne County Realtors
- Tuolumne County Cattlemen's Association
- Tuolumne County Farm Bureau
- Tuolumne County Land
- Tuolumne County Visitors Bureau
- Tuolumne County Women's Network
- Tuolumne River Trust
- Tuolumne Toastmasters
- Watch Program

## Joint VAAC/LAAC Explanation

The Joint Voting and Language Accessibility Advisory Committee (VAAC/LAAC) is designed to advise, assist, and provide recommendations for how to best communicate with and educate the members of the disability community, communities with limited English proficiency, and the public in general, with details of the Voter's Choice Act.

The Joint VAAC/LAAC is composed of individuals well connected to the communities and committed to assist in developing a plan to best serve all citizens of Tuolumne County.



## VAAC/LAAC Agenda

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

July 24, 2017  
2:30 pm to 4:30 pm

#### **Agenda**

**1. Voter's Choice Act/SB450 Overview**

Presentation by Robbie Bergstrom

**2. Possible Vote Center Locations**

Discussion on possible locations to be used as a Vote Center during the June 5<sup>th</sup>, and November 6<sup>th</sup>, 2018 Elections. Voter Center Evaluation Form: [here](#)

**3. Sample Ballot Format and Wording**

Discussion of possible changes, including wording and format, to Tuolumne County's Sample Ballot/Voter Information Guide. Prior election guides: [here](#)

**4. Outreach Opportunities**

Discussion on message and methods to educate and inform the public of the new SB450 voting model.

**5. Possible Future Agenda Items**

Discussion on items the committee would like to have on the agenda for future meetings.





## VAAC/LAAC Summary

### Voting and Language Accessibility Advisory Committee

#### **Committee Members In Attendance**

- Diane Bennett
- Barry Smith
- Paul Spencer
- Debi Bautista
- Robbie Bergstrom

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

July 24, 2017  
2:30 pm to 4:30 pm

#### **Summary**

##### **1. Voter's Choice Act/SB450 Overview**

A presentation was given by Robbie Bergstrom summarizing elements of the Voter's Choice Act.

##### **2. Possible Vote Center Locations**

After summarizing general considerations required when selecting a Vote Center location (detailed in the "Vote Center Evaluation Form" [here](#)), committee members suggested locations various possible locations. This included:

##### **Groveland Area:**

- Groveland Community Hall
- Pine Mountain Lake Lodge
- The Little House

#### Columbia/Jamestown Area

- Jamestown Elementary
- Jamestown Courthouse
- Jamestown Fire District
- Columbia Elementary

#### Tuolumne City Area

- Tuolumne Library
- Memorial Hall
- Black Oak Casino

#### Sonora Area

- County Administration Building
- Sonora Library
- Mother Lode Fairgrounds

#### Twain Harte Area

- Twain Harte Golf Course Club House
- Twain Harte Bible Church
- Twain Harte Fire House
- Twain Harte Community Service District

### **3. Possible Future Agenda Items**

Suggested agenda items for next meeting:

- Sample Ballot Format and Wording
- Outreach Opportunities
- Remote Accessible VBM Voting

Next Meeting scheduled for:

- Monday, August 28, 2017
- 2 pm to 4 pm
- 2 S. Green St, 4th Floor, Sonora CA 95370



## VAAC/LAAC Agenda

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 28, 2017  
2:00 pm to 4:00 pm

#### **Agenda**

**1. Update on Tuolumne County's Implementation of the Voter's Choice Act**

Discussion on recent policy by the Secretary of State concerning the need for live ballots at the Vote Centers.

**2. Ballot Drop-off Locations**

Discussion on possible locations of Ballot Drop-off boxes. General area of need and specific locations. Maps are located [here](#).

**3. Remote Accessible VBM Voting**

Presentation on what is remote accessible VBM voting.

**4. Sample Ballot Wording and Format**

General discussion on what information is needed, but not available in past sample ballots. And what current information can be revised to assist voters. Past sample ballots can be found [here](#).

**5. Possible Future Agenda Items**



## VAAC/LAAC Summary

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 28, 2017  
2:00 pm to 4:00 pm

#### **In Attendance**

- Debi Bautista
- Robbie Bergstrom
- Barbara Farkas
- Dee Baumann
- Ken Fowkes
- Pixie Bolles
- Kristine Childres
- Diane Bennett
- Barry Smith
- Alexis Halstead
- Mary Anne Schmidt

#### **Summary**

##### **1. Update on Tuolumne County's Implementation of the Voter's Choice Act**

Debi discussed the recent memo from the state with the legal interpretation "live" ballots, not vote-by-mail ballots, are to be issued at the Vote Centers. As issuing live ballots would require equipment and resources which Tuolumne County cannot currently afford, we will not be moving forward with the Voter's Choice Act voting model.

The general logistics of a vote center with live ballots was discussed. Either ballot printers are deployed at each center, or an adequate amount of printed blank ballots for each precinct must be supplied each day. We would need a system capable of verifying a voters eligibility to vote, tracking ballots issued at a vote center, verifying ballots issued at other vote centers, and capturing the voter's signature.

## 2. Ballot Drop-off Locations

Robbie discussed that Tuolumne County is purchasing 4 Model 3630 Ballot Drop-off Boxes which will be placed around the county for use in the 2018 elections. Pictures and specifics can be found at [votearmor.com](http://votearmor.com).

The boxes have two slots, one on each side. These boxes are ADA compliant and placed so they are accessible. Ideally, the other end will be facing road access so that a person can drive up and drop off the ballot.

Among the group, possible locations for the boxes were discussed:

### Twain Harte

- Twain Harte Library – Believed to not be ideal due to the small parking area. Also mentioned is the fact it may be discontinued as a library location.
- Twain Harte Post Office – Possible location as it is centrally located and known to residence.
- Twain Harte Market Parking Lot – Believed to be the most ideal as it has a large parking area, and is known to and visited by residence

### Sonora Area

- Sonora Library – Discussed as possible location as it is known to residents and has drive up access. Mentioned that it may not be the best use of resources as it is in the same area as the Elections Office.
- The Junction Shopping Center – Believed to be the most ideal location. It is known to local residence. It would serve Tuolumne City, East Sonora, and Standard residence.

### Jamestown and Columbia Area

- CHP Parking Lot – Noted that it would be a “patrolled” area.
- Jamestown Elementary – Well known to residence. Noted that 5<sup>th</sup> Street is busy and not ideal for those not going to the school.
- Rocca Park – This would be the most ideal as it is centrally located, bus stop provides a location for cars to turn in, is County owned, and is known to residence.

### Groveland Area

- Mar-Val Market – Large parking area, frequented by residence
- Groveland Library – Centrally located and known to residence. County owned.

### **3. Remote Accessible VBM Voting**

Robbie provided an example of Remote Accessible Vote-By-Mail (RAVBM) voting. A demonstration ballot from Alfalfa County, Oregon was shown and “voted” to demonstrate the process. It was discussed, as PDFs are essentially pictures of texts, screen readers used cannot often read the ballot. The RAVBM would allow for these to be read, and would be more user friendly on mobile devices.

### **4. Sample Ballot Wording and Format**

Due to time constraints, this item was not discussed with the group.

It was discussed the purpose of the item was to determine information in the sample ballot which can be re-worded, what can be added, and what is not necessary.

### **5. Possible Future Agenda Items**

- Sample Ballot Wording and Format
- Registering at the DMV – outreach and education
- Reducing confusion at the polling place.

### **Next Meeting**

The next meeting place and time is scheduled for:

Monday, September 25, 2017  
2:00 pm to 4:00 pm

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370



## VAAC/LAAC Agenda

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

September 25, 2017  
2:00 pm to 4:00 pm

#### **Agenda**

**1. Reducing Confusion at the Polling Location**

Discussion on what issues voters encounter at the polling locations and what can be done to remedy these issues.

**2. Sample Ballot Wording and Format**

General discussion on what information is needed, but not available in past sample ballots. And what current information can be revised to assist voters. Past sample ballots can be found [here](#).

**3. Motor Voter Law and Coming Changes**

Presentation on the registration process provided at the DMV.

**4. Possible Future Agenda Items**



## VAAC/LAAC Summary

### Voting and Language Accessibility Advisory Committee

#### Location and Time

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

September 25, 2017  
2:00 pm to 4:00 pm

#### In Attendance

- Debi Bautista
- Robbie Bergstrom
- Barbara Farkas
- Pixie Bolles
- Alexis Halstead
- Mary Anne Schmidt
- Paul Spencer

#### Summary

##### 1. Reducing Confusion at the Polling Location

A group discussion on what parts of the voting process confuses voters. Emphasis was put on identifying issues which could be focuses of later meetings.

- **Provisional ballots** – Voters often do not understand the reason for, and are frustrated with, provisional ballots. Some solutions mentioned included revising the sample ballot pages describing the provisional ballot, conditional voter registration, and use of the remote accessible VBM ballot once implemented.
- **Voters with disabilities** – Paul mentioned the most common issue reported on the Disability Rights California (DRC) hotline is ADA machines are not available or working at the polling locations. Solutions mentioned are train workers to set up machines and offer the machine to each voter. This will encourage any voter, regardless of ability, to use the machines to vote. Not every voter may see themselves as “disabled”, but may benefit from the use of the machine. Other suggestions mentioned were 1) turning the



machine toward the wall and providing screens to increase privacy, 2) filming and uploading videos instructing the teams on set up and use of machines, 3) show more visuals in sample ballot so voters know what to expect in the polling location, and 4) dedicating a website page to those with disabilities. Inyo and Madera County websites were cited as examples.

- **Cross over voting** – Alexis mentioned cross over voting, when it was allowed and not allowed, was a major confusion in the Presidential Primary election. Many voters did not understand this concept at this time.
- **Multiple precincts at one polling location** – Mary Anne noted if a polling location had multiple precincts, and those precincts were at different tables or in different rooms, voters being sent to different areas unnecessarily.
- **Believing VBM ballot is practice** – Alexis stated often voters claim they have thrown away the VBM ballot believing it is a “practice” ballot. Suggested that outreach can be performed showing pictures of the mailings and what it is so voters quickly identify it when it arrives.
- **Old polling location** – Mentioned if a voter has moved, they would still return to their old polling location not aware it has changed. Suggested that outreach can be done early to encourage voters to update and learn about their information before the election.
- **Outreach suggestions** –
  - Letter to the editor
  - MyMotherLode.com
  - Radio
  - Advertisements on busses
  - Banner over Washington Street

## 2. Sample Ballot Wording and Format

General discussion on what can be included and revised in the County's sample ballot/voter information guide.

- **Page describing cross over voting** – Robbie mentioned there was a page in the June 2016 sample ballot which he would send to VAAC/LAAC members. Gave general description of what is cross over voting and how which party allows it can vary each time.
- **Word choice and grammatical changes** – Alexis suggested various word choice and grammatical changes to the sample ballot.
- **Accessibility page update** – Group discussed how the “Accessibility” page could be worded differently to provide clear information about the voting machines. Suggested providing pictures will help voters recognize and become familiar with the machines. Paul requested the phone number for the DRC hotline be included on the accessibility page.

## 3. Motor Voter Law and Coming Changes

Robbie provided a short presentation on the past and upcoming changes to registering to vote at the DMV under the motor voter law.

## 4. Possible Future Agenda Items

No possible future agenda items were discussed.

Robbie stated in order to provide time for the Election's Department to implement the suggestions made by the VAAC/LAAC, which will also provide material for further discussions when meeting, and as Tuolumne County is not moving forward with VCA/SB450 voting model at this time, we will be holding meetings quarterly.

It was agreed Robbie will send materials to members periodically to solicit comments and suggestions.

## **Next Meetings**

The next meetings place and time is tentatively scheduled for:

Monday, January 8, 2018

Monday, April 9, 2018

Monday, July 9, 2018

All 2:00 pm to 4:00 pm

County Administration Center

2 S. Green St, 4<sup>th</sup> Floor

Sonora CA 95370



## VAAC/LAAC Agenda

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 12, 2019  
10:00 am to 12:00 pm

#### **Agenda**

**1. What is a VAAC/LAAC?**

For those not familiar, this will provide an overview of the purpose and importance of the VAAC and LAAC.

**2. What is the Voter's Choice Act?**

Tuolumne County Elections has decided to move forward with the implementation of the Voter's Choice Act. This will provide an overview of what differences County voters will see, and the challenges that are involved in its implementation.

**3. The locations under consideration**

Implementing the Voter's Choice Act includes opening Vote Centers and Ballot Drop-off Locations. We will discuss the criteria for selecting a location, and places under consideration.

**4. Best meeting times and possible future agenda items**



## VAAC/LAAC Summary

### Voting and Language Accessibility Advisory Committee

#### Location and Time

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

August 12, 2019  
10:00 am to 12:00 pm

#### In Attendance

- Robbie Bergstrom
- Leonides Russell
- Jane Braga
- Mary Anne Schmidt
- Pam Vlach
- Barbara Farkas

#### Agenda

##### 1. What is a VAAC/LAAC?

- Robbie Bergstrom gave a presentation on the purpose of the VAAC/LAAC.
- It was stated the Voting and Language Accessibility Advisory Committee is designed to advise, assist, and provide recommendations for how to best communicate with the public and how to best arrange a vote center and drop off location, and direct a voter.

##### 2. What is the Voter's Choice Act?

Robbie Bergstrom presented the history and purpose of the VCA (SB 450 2016). Then explained the general differences from the prior election model to administering an election under the VCA.

### 3. The locations under consideration

- Robbie Bergstrom noted the criteria of considering a vote center and ballot drop-off location per EC §4005(10)(b).
- The Vote Center locations being considered by Tuolumne County are:
  - Twain Harte Bible Church
  - Elections Office
  - Jamestown Community Hall
  - Tuolumne Memorial Hall
  - Groveland Library
- The Ballot Drop-off locations being considered by Tuolumne County are:
  - Word of Life Church
  - Elections Office
  - Columbia Elementary
  - Sonora Library
  - The Junction
- Barbara Farkas mentioned another possible location in Jamestown near Wilson Realty on Main Street. That is often vacant.
- Pam Vlach mentioned The Junction does have a lot of visitors from throughout the County, especially in the morning.

### 4. Best meeting times and possible future agenda items

- Proposed time: Mondays at 10 am. Proposed Dates: September 9<sup>th</sup>, October 14<sup>th</sup>, November 4<sup>th</sup>, and December 9<sup>th</sup>.
- Security – Barbara inquired on the security of the vote centers. Robbie stated he will prepare more information on the steps that will be taken to secure the ballots, machines, and ballot drop-off sites. Participants mentioned this is one of the top questions asked by voters to them.
- Machines to be used - Leonides Russell asked if the machines will be demonstrated. Robbie stated that we will have public demonstrations closer to election time. Robbie also stated he would bring an electronic roster to show the committee next meeting.

## 5. Other discussions

- Outreach Methods –
  - Participants mentioned that a visual aid, such as a map, would be a very good tool to present to those inquiring.
  - Participants also suggesting a pamphlet with the major points on the VCA would give different groups information to provide to the public.
  - Participants suggested that a flier for the schools, or maybe a bulletin in their newsletter, may help educate younger voters and their parents.
  - The Watch Program and Area 12 Agency on Aging would be good contacts for the disability community.
- Robbie emphasized the need for representatives from both the disability community and the Spanish speaking community. Leonides mentioned she performs services for ATCAA where she is involved with the Spanish speaking community. Mary Anne mentioned, due to her daughter's physical disabilities, she is experienced with questions of accessibility in Tuolumne County.
- Staffing – Mary Anne Schmidt inquired on the staffing process. Robbie responded that it will differ from prior elections as they will no longer be volunteers, but employees. They must apply, be interviewed, and will be considered a temporary employee of the County of Tuolumne. The job description and amount of pay has not been finalized.



## VAAC/LAAC Agenda

### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

September 9, 2019  
10:00 am to 12:00 pm

#### **Agenda**

**1. Poll Pad (Electronic Roster)**

The Poll Pad, Tuolumne's electronic roster, will be demonstrated.

**2. VCA and Election Security Flier**

Discussion on the wording and content of the "Choose How to Vote" and "Election Security Measures" handout.

**3. The locations under consideration**

Discussion on the Vote Center and Ballot Drop-off locations proposed.

**4. Best meeting times and possible future agenda items**





## COUNTY OF TUOLUMNE

Elections Department

### VAAC/LAAC Summary

#### Voting and Language Accessibility Advisory Committee

#### Location and Time

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

September 9, 2019  
10:00 am to 12:00 pm

#### In Attendance

- Pam Vlach
- Barbara Farkas
- Robbie Bergstrom
- Barb Dresslar
- Jane Braga
- Vonna Breeze-Martin
- Leonides Russell
- Mary Anne Schmidt
- Ann Leonard

#### Minutes

Minutes taken by Barbara Dresslar

- Robbie explained the new provisions of the Voter's Choice Act with 5 unassigned Voter Centers instead of the previous 27 assigned precincts. Registered voters can vote at any Voter Center. There will also be drop-off boxes to mail ballots at other locations around Tuolumne County. All registered voters will receive a return postage paid vote-by-mail envelope and ballot which they can mail, drop in a drop-off box, or take to a Voter Center.

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- Voter Centers will be open and staffed a minimum of 6 hours a day, and those hours are yet to be determined. The days open will include a weekend. There will be 4 staff at each voter center during open hours as temporary, paid election department workers, with an anticipated total of 50 total temporary Voter Center employees. The County Elections Department office will be open starting 29 days prior to the election.
- The State of California requirements for the Voter's Choice Act includes drafting an Elections Administration Plan (EAP) which will be released soon for a 14 day comment period after which is followed by a public comment meeting. The EAP will be amended if necessary due to public input, which will be released and have another 14 day comment period. This amended EAP is then sent to the Secretary of State. The Advisory Committee is required for public input on the EAP. Robbie requested the committee members share the election office information about the Voter's Choice Act and the EAP process with interested members of the community. Robbie also mentioned that Christine Hager, a Modesto disability advocate, would talk to local Sonora groups and will ask for input on the needs of disabled groups to work with Robbie on the ADA survey for the EAP.
- Robbie then demonstrated the Poll Pad, of which there are 2-3 at each Voter Center. The electronic roster contains voter registration information for the county. The iPads will communicate over an invisible Wi-Fi hub, then only to the county elections office in a closed system. Voters will sign the roster. This will be checked by 'characteristics' at the elections office if contested or if there are duplicate ballots. Robbie explained, historically, there have been an average of only 2 contested ballots per election.
- Voters casting ballots at Voter Centers will have the choice of paper ballot, or a touch screen which prints out the completed paper ballot. No votes are stored on the machines.
- The advisory group suggested changes in the election department flyer and recommended open hours for the Voter Centers. Robbie said he would email the amended flyers to the group members. He also asked for any additional suggestions for the flyers or voter center operations to be sent to him ASAP at: [rbergstrom@co.tuolumne.ca.us](mailto:rbergstrom@co.tuolumne.ca.us).
- The committee suggested agenda items for next advisory group as:
  - Discuss locations of Voter Centers and ADA suitability – ideas for Jamestown
  - Educating the public – suggestions
  - Advertising and outreach
  - Robbie will demonstrate to the group re: RAVBM (Remote Access Vote By Mail) which is for military, overseas citizens, and those with disabilities. (i.e. of which our county has 100+)
- Robbie also announced a Voter Registration Workshop, Sept. 19 from 9am – 10:30 at the Shepard St. Firehouse.
- The next meeting will be on Oct. 7 at 10am, probably in the BOS chambers 4th Floor, 2 Green St., but Robbie will confirm.



## COUNTY OF TUOLUMNE

Elections Department

### VAAC/LAAC Agenda

#### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

October 7, 2019  
10:00 am to 12:00 pm

#### **Agenda**

**1. Election Administration Plan (EAP)**

Questions and comments on the 1<sup>st</sup> draft EAP.

**2. Remote Accessible Vote-by-mail**

Discussion and demonstration on the Remote Accessible VBM system (RAVBM).

**3. Outreach Strategy**

Discussion on the best outreach strategy and messaging for the communicating with the public details of the Voter's Choice Act. This would include messaging on banners, fliers, and movie advertisement.

**4. Best meeting times and possible future agenda items**

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elections@tuolumnecounty.ca.gov



## COUNTY OF TUOLUMNE

Elections Department

### VAAC/LAAC Summary

#### Voting and Language Accessibility Advisory Committee

##### Location and Time

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

October 7, 2019  
10:00 am to 12:00 pm

##### In Attendance

- Robbie Bergstrom
- Pat Macron
- Mary Anne Schmidt
- Barbara Dresslar
- Terri Alford
- Aaron McDonald (DRAIL)

##### Minutes

Minutes taken by Barbara Dresslar

- Robbie corrected from a previous meeting that the voter centers will be staffed 8 hours a day from 8:30 to 4:30, with no closing for lunch.
- He also explained that the accessibility assessments of the proposed voter centers will begin soon. This requires 2-person volunteer teams using a digital level and a 5 lb. pressure gauge to determine measurements such as, door opening pressure and slope of pathways. The surveys start late October to end late November and will require 2-2.5 hours at each site. Aaron mentioned George Pementel is DRAIL's in-house ADA assessor, and additional people with that background are Michael Pierce and Barry Smith. DRAIL is moving to Standard next week to be completed Nov. 1.

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- Tuolumne County will release an Election Administration Plan which ultimately must be approved by the California Secretary of State.
- Vote by mail ballots will be mailed to all registered voters 29 days prior to the elections.
- In regard to advising the public of voting changes, Mary Anne offered to ask the City of Sonora to allow placing a banner at the usual community notification location of Washington and Stockton. Aaron also offered that DRAIL can alert their clients with emails of the changes.
- One crucial change for disabled voters is the Remote Accessible ballot marking which requires the Elections Office to send software to the user. Aaron suggested that DRAIL also has general use computers at their offices which could provide access with the Remote software.
- Terri asked if there was a Spanish-language flyer explaining all changes. Robbie said the Elections Office will have the Remote voting information translated into Spanish and checked by Terri and the Spanish-speaking community before adoption.
- Robbie is reaching out to senior citizens through various agencies.
- Robbie will email various banner wording options to the group. Mary Anne offered to ask the city of Sonora specifically if the banner at Stockton and Washington can be in place more than one month.
- Suggestions for notifying the community regarding voting changes were to contact social government teachers at the high schools, ask to insert information in any community newsletters, Homeowner Association newsletters, and Area 12 clientele. Debi and Robbie are willing to make 30-45 minute presentations to groups interested in hearing about the Voter Act.
- Advisory members were asked to look over the Voter Choice Act Plan. There will be bilingual education workshops in mid-January. Terri will recommend a translator.
- The next meeting for the Voter Choice Act Election Administration Plan is October 22 at 5:30 at the BOS chambers.
- The next VAAC/LAAC meeting is scheduled for November 4 at 10 am in the BOS chambers.



## COUNTY OF TUOLUMNE

Elections Department

### VAAC/LAAC Agenda

#### Voting and Language Accessibility Advisory Committee

#### **Location and Time**

County Administration Center  
2 S. Green St, 4<sup>th</sup> Floor  
Sonora CA 95370

November 4, 2019  
10:00 am to 12:00 pm

#### **Agenda**

**1. Outreach Strategy and Language**

Discussion on the street banner design and their proposed locations, movie advertisement, and cross-over ballot outreach.

**2. Remote Accessible Vote-by-mail**

Discussion on the wording when using the Remote Accessible VBM system (RAVBM).

**3. Election Administration Plan (EAP)**

Comments on the 1<sup>st</sup> draft EAP and Spanish translation.

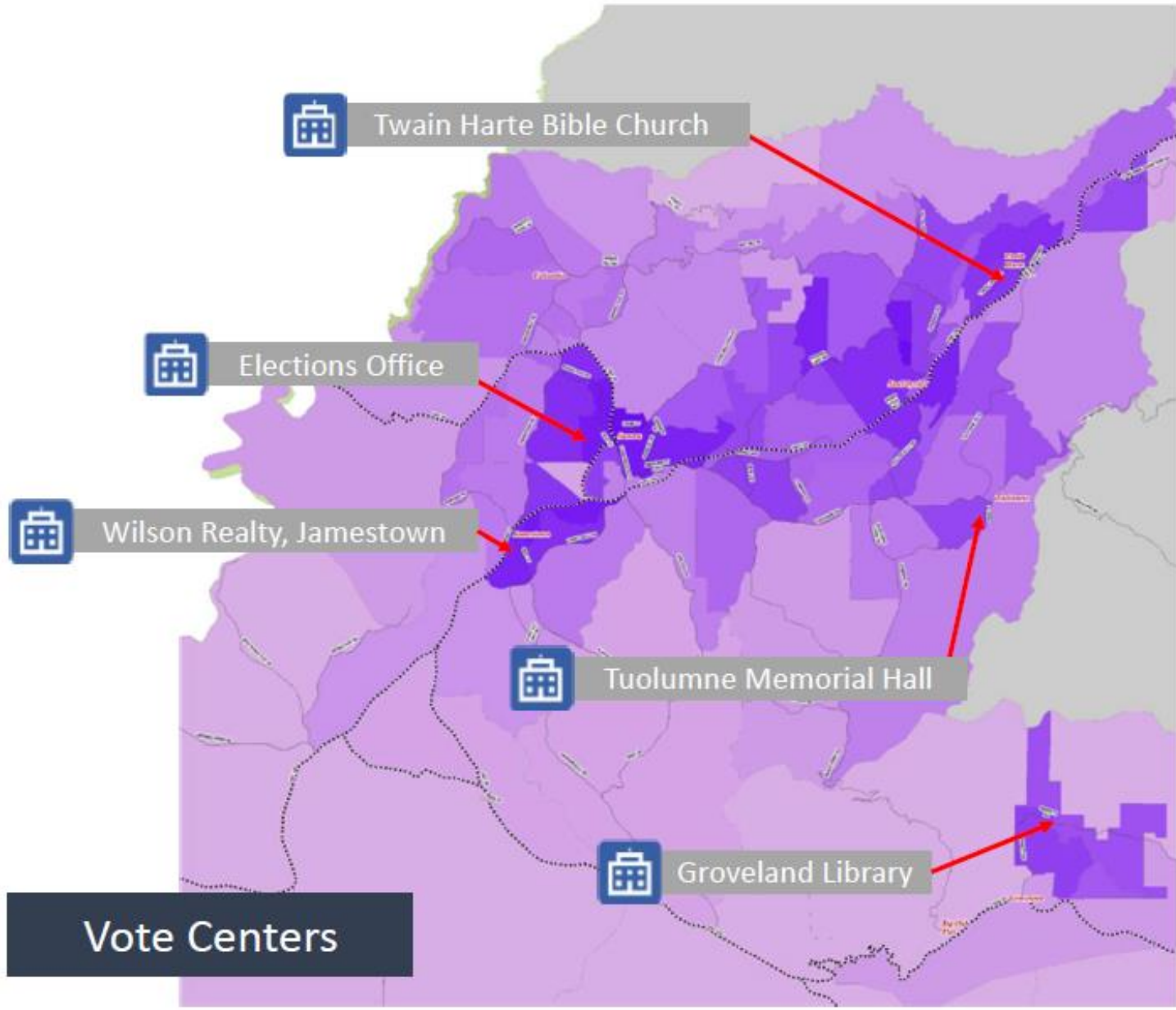
**4. ADA Survey Status and Future Plans**

Discussion on the which locations that have been surveyed and future locations.

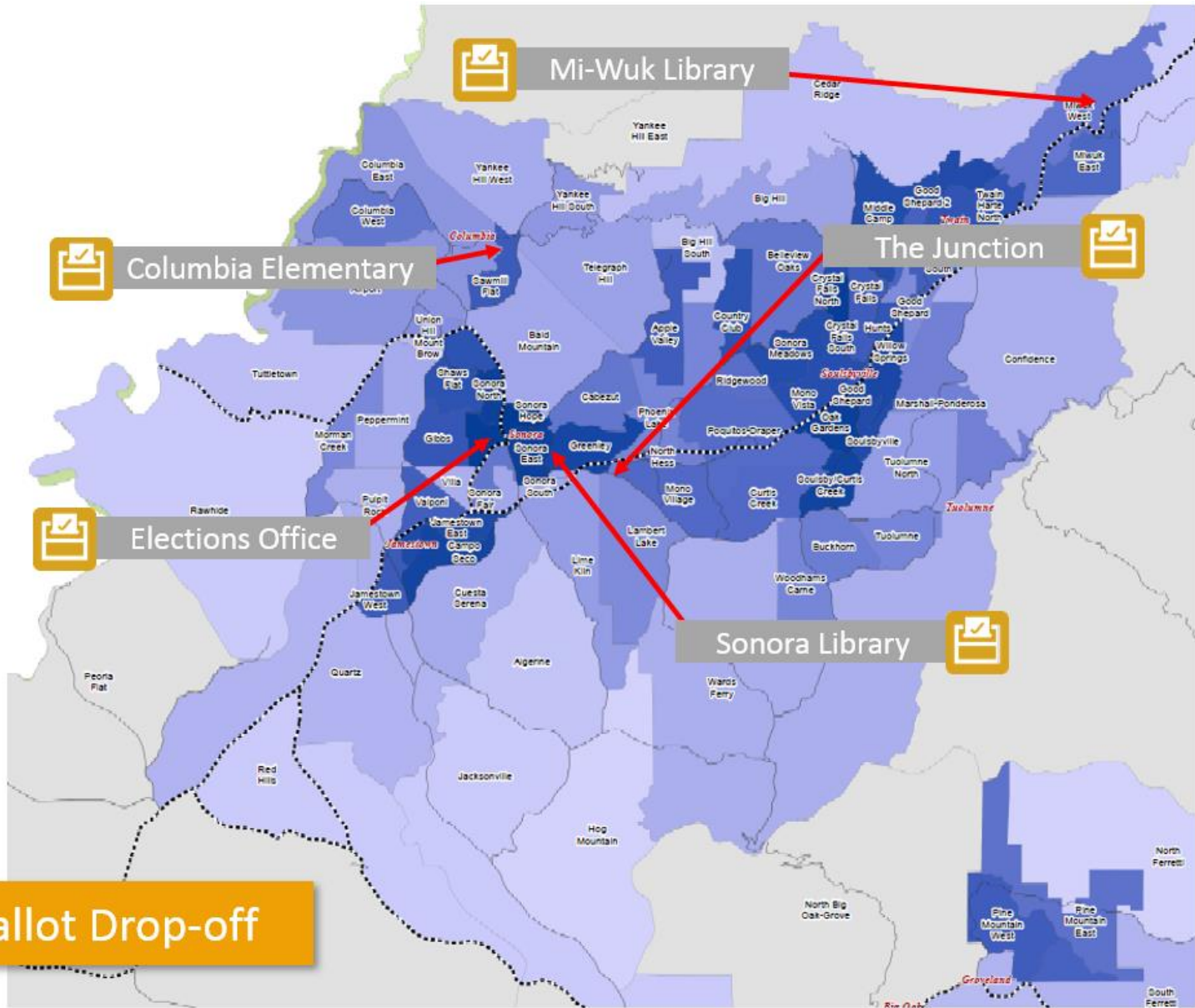
**5. Best meeting times and possible future agenda items**

(209) 533-5570  
2 S Green St, Sonora CA 95370  
elections@tuolumnecounty.ca.gov

Locations under consideration

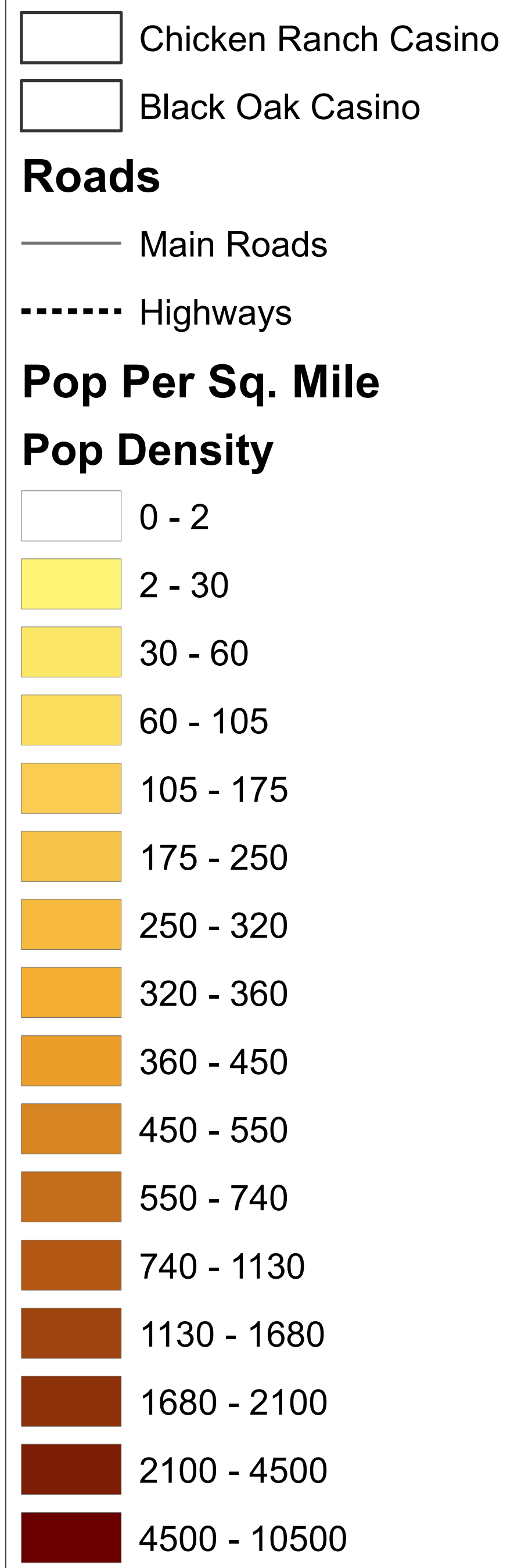


Locations under consideration



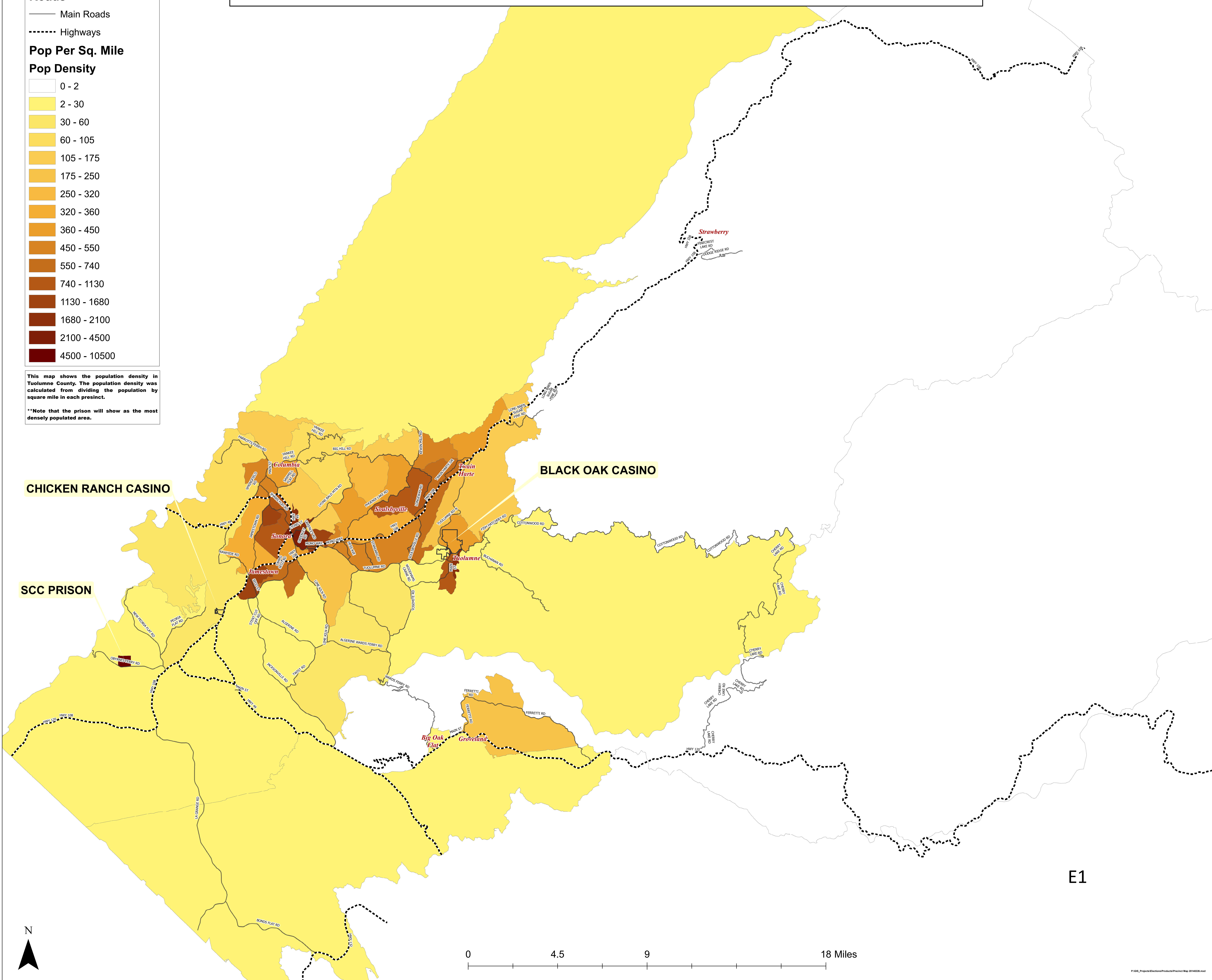


# Population Density In Tuolumne County



This map shows the population density in Tuolumne County. The population density was calculated from dividing the population by square mile in each precinct.

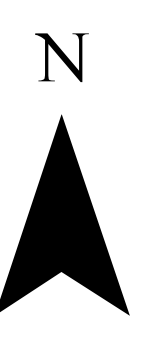
**\*\*Note that the prison will show as the most densely populated area.**



**CHICKEN RANCH CASINO**

**SCC PRISON**

**BLACK OAK CASINO**



E1

# Tuolumne County Voter Registration Density

**Roads**

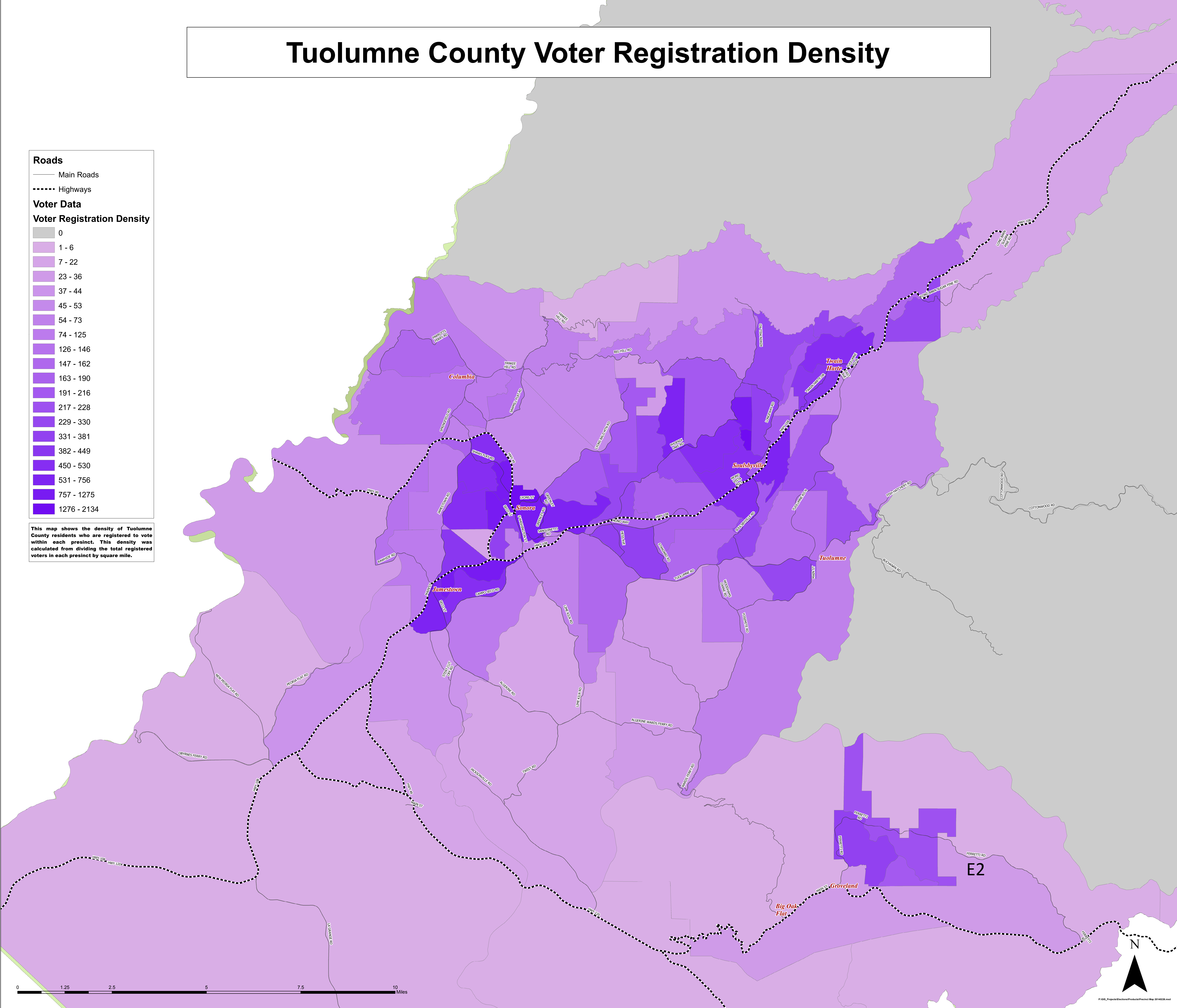
- Main Roads
- - - - - Highways

**Voter Data**

**Voter Registration Density**

0
1 - 6
7 - 22
23 - 36
37 - 44
45 - 53
54 - 73
74 - 125
126 - 146
147 - 162
163 - 190
191 - 216
217 - 228
229 - 330
331 - 381
382 - 449
450 - 530
531 - 756
757 - 1275
1276 - 2134

This map shows the density of Tuolumne County residents who are registered to vote within each precinct. This density was calculated from dividing the total registered voters in each precinct by square mile.

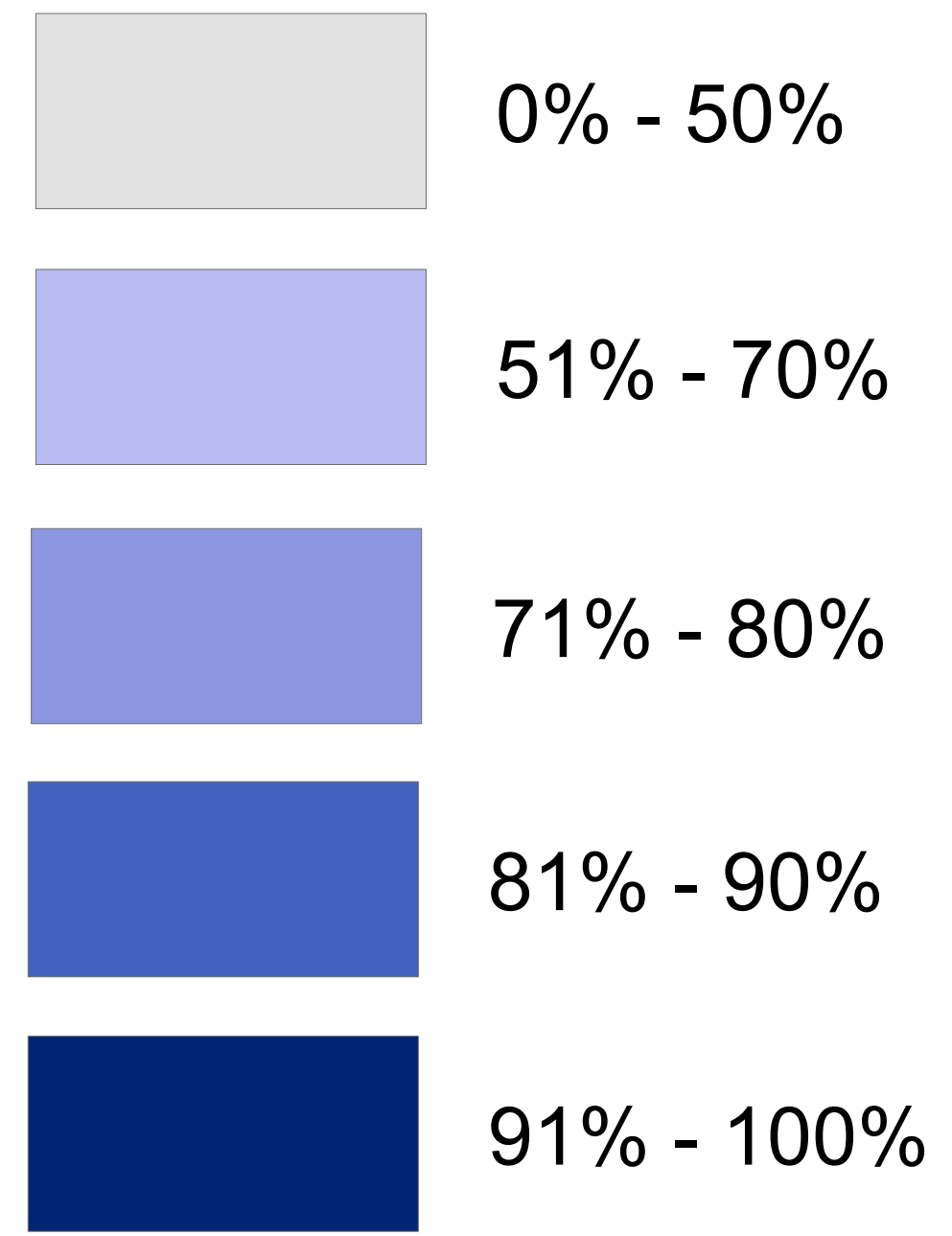


E2

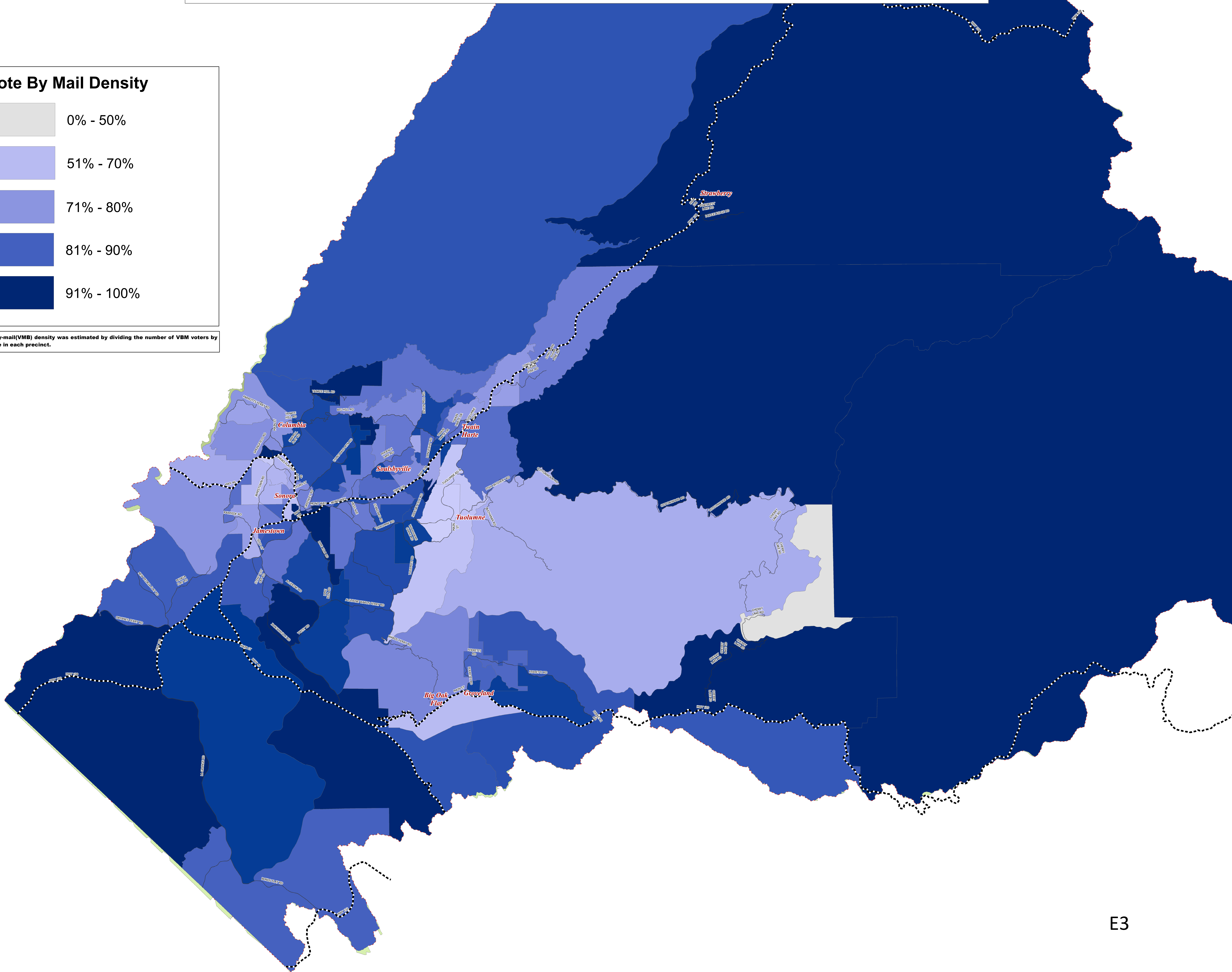
N

# Vote By Mail Density In Tuolumne County

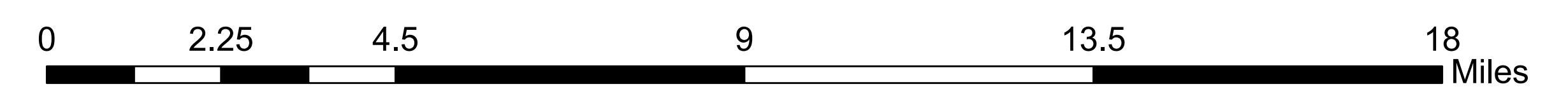
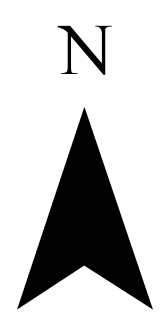
## Vote By Mail Density



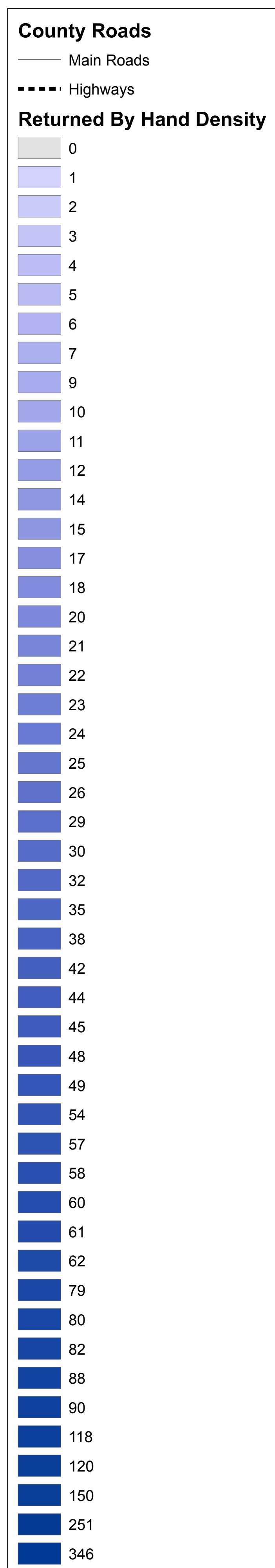
The vote-by-mail(VBM) density was estimated by dividing the number of VBM voters by square mile in each precinct.



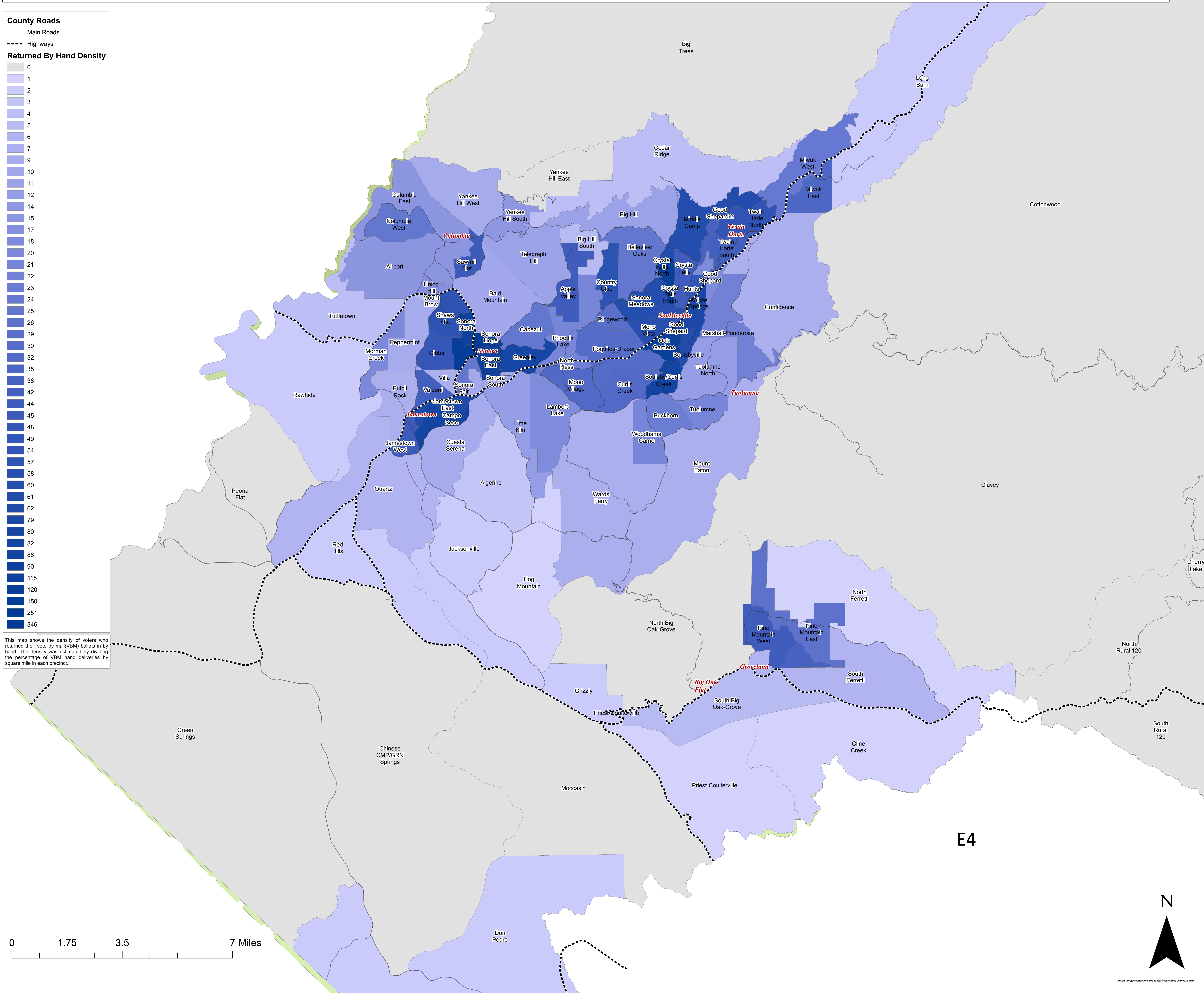
E3



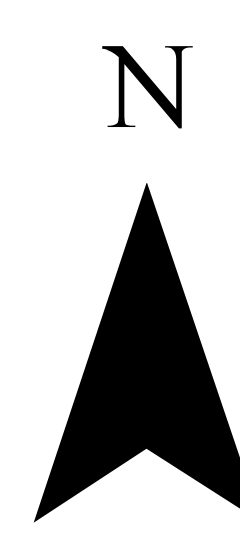
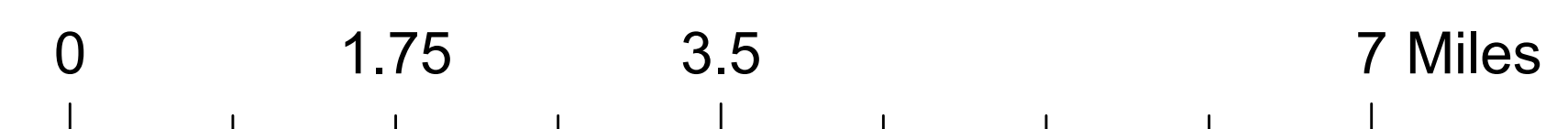
# Density Of VBM Ballots Returned By Hand According To Precinct In Tuolumne County



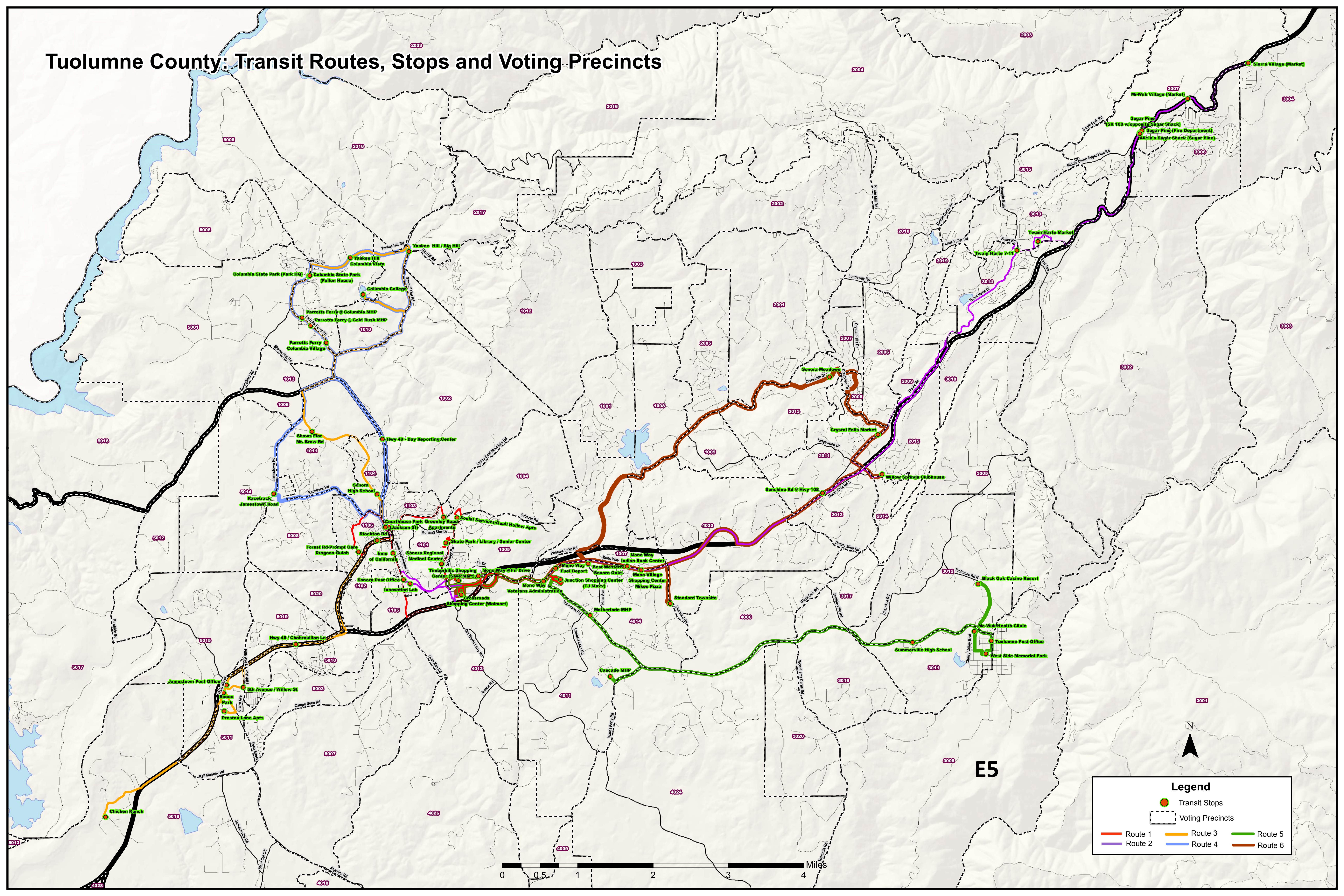
This map shows the density of voters who returned their vote by mail (VBM) ballots in by hand. The density was estimated by dividing the percentage of VBM hand deliveries by square mile in each precinct.



E4



# Tuolumne County: Transit Routes, Stops and Voting Precincts



**Legend**

- Transit Stops
- Voting Precincts
- Route 1
- Route 3
- Route 5
- Route 2
- Route 4
- Route 6

0 0.5 1 2 3 4 Miles

E5



# Average Household Income By Census Block Group In Tuolumne County

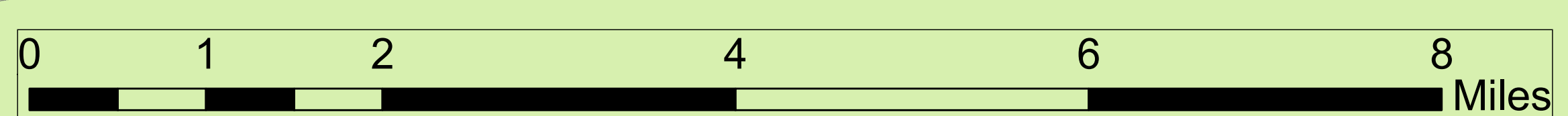
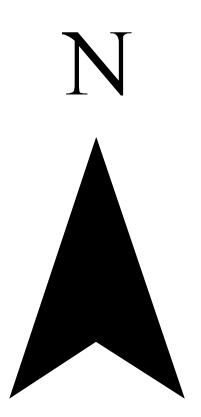
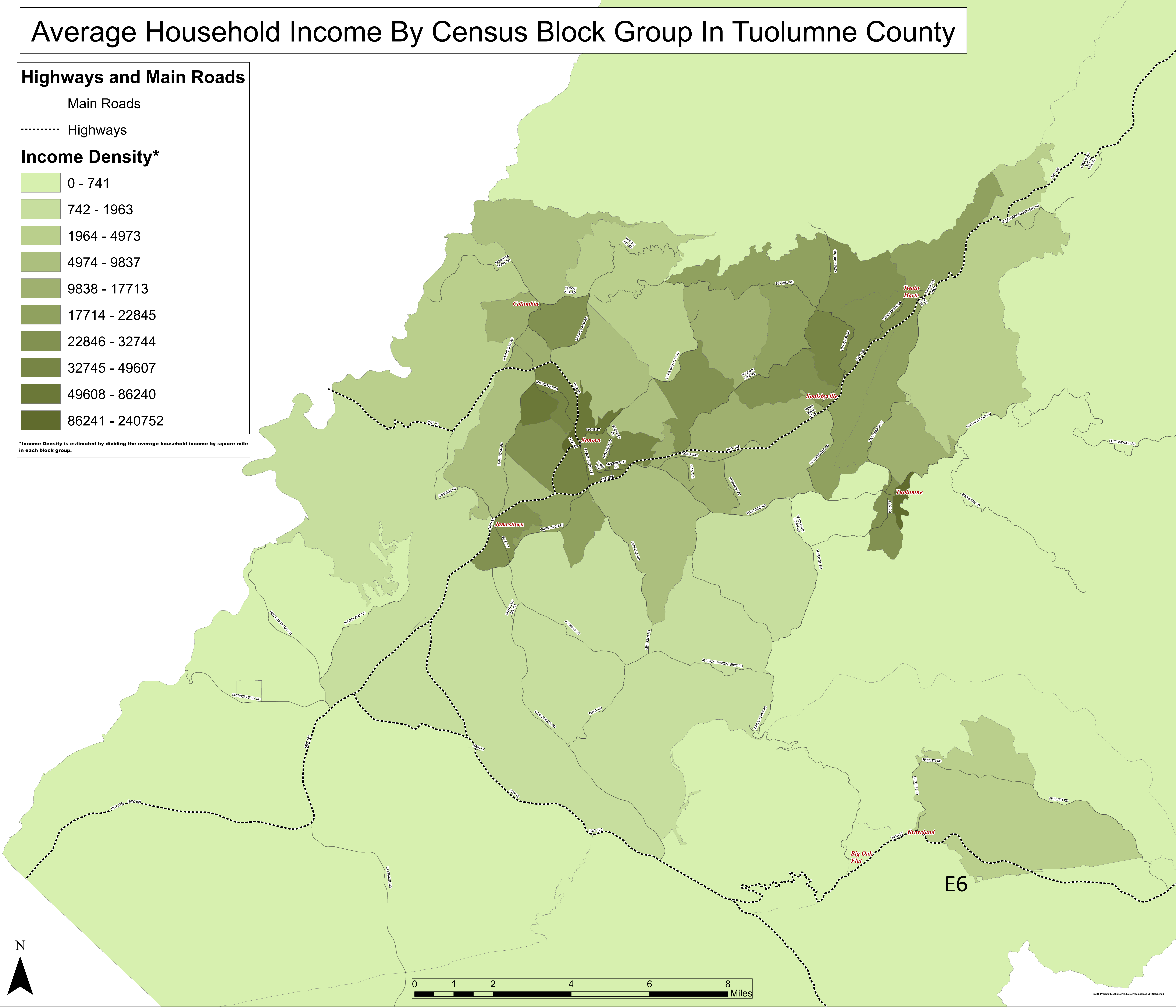
## Highways and Main Roads

- Main Roads
- ..... Highways

## Income Density\*

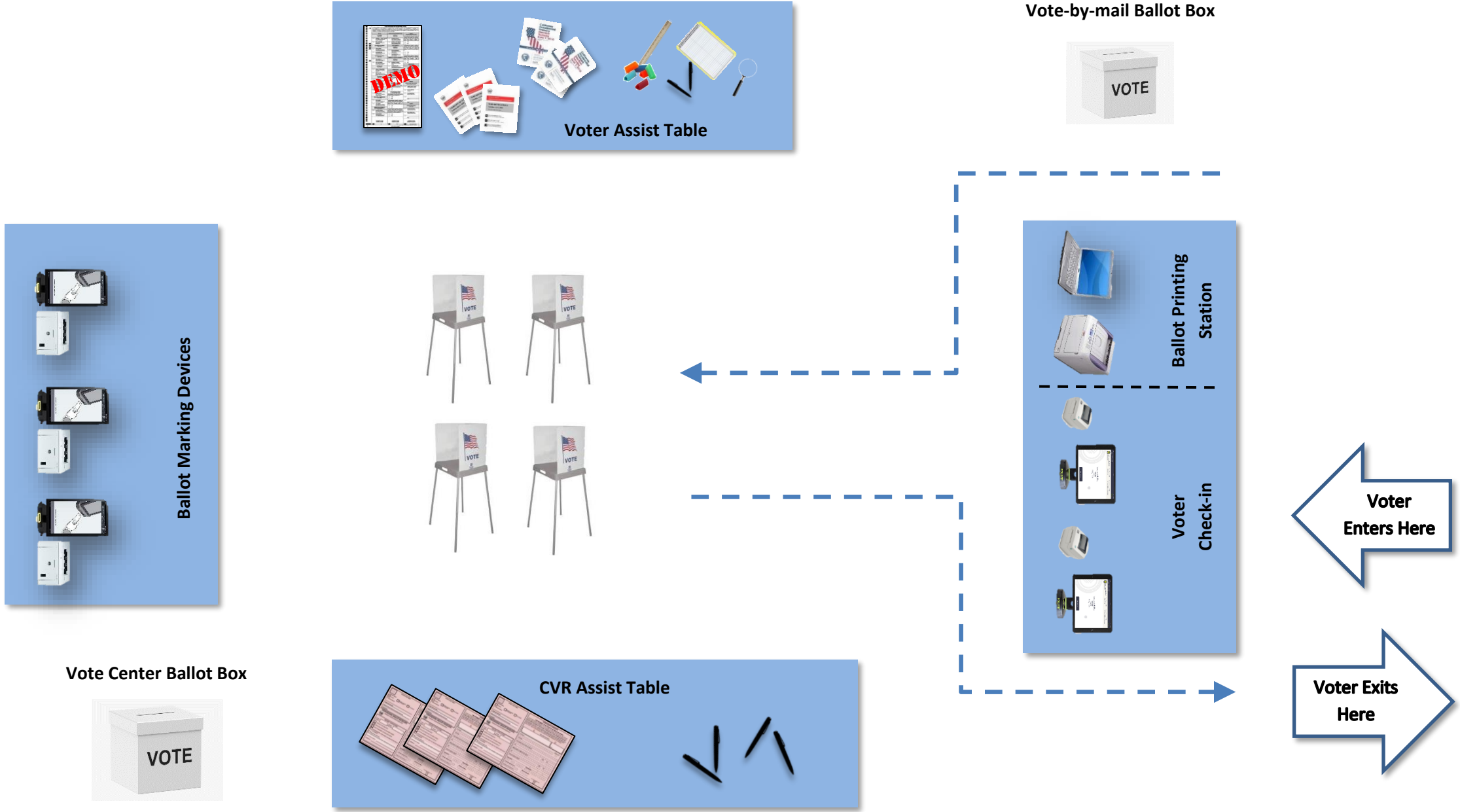
- 0 - 741
- 742 - 1963
- 1964 - 4973
- 4974 - 9837
- 9838 - 17713
- 17714 - 22845
- 22846 - 32744
- 32745 - 49607
- 49608 - 86240
- 86241 - 240752

\*Income Density is estimated by dividing the average household income by square mile in each block group.



E6

# Voter Center Layout



## Potential Disruptions at Vote Centers

Potential Disruption	Response
<b>Election management system goes down</b>	Vote center manager will notify elections office. If disruption is only at a specific vote center and lasts longer than 30 minutes, or any significant amount of time depending on amount of voters present, voters will be directed to another vote center or given the option to vote provisionally. If disruption is county-wide, vote center staff can issue provisional ballots via electronic voting equipment OR sample ballots OR paper ballots (if possible) in provisional envelopes if staff is able to determine correct ballot type or precinct for voter. Keep paper record of all voters and information to enter into DIMS once system is back up and running. Elections central will contact vendor right away and resolve the issue as soon as possible.
<b>Power outage</b>	Vote center manager will notify elections office. If power outage lasts longer than 15 minutes, direct voters to another vote center. Public will be notified via website, phone message, news, radio, social media, etc.
<b>Weather</b>	Vote center manager will notify elections office. If a vote center is unreachable or unsafe due to weather, a back-up vote center will be contacted and will be set up immediately for use. Public will be notified via website, phone message, news, radio, social media, etc.
<b>Fire or Other Disaster</b>	All staff and voters must first be evacuated safely. Vote center manager will notify elections office. If time allows, vote center staff will do the following in order: (1) securely remove all voted ballots from the facility (VBM, memory cards from equipment, paper ballots from ballot box, CVR ballots), (2) secure/shut down all computers accessing election management system (3) secure/shut down all voting equipment, and (4) remove any computers/equipment if possible. Elections office will notify public via website, phone recording, news, radio, social media, etc., and inform public of alternate vote centers. A replacement vote center will be set up as soon as possible.
<b>Voting equipment stops working</b>	While vote center manager resolves the issue, paper ballots can be issued to voters. Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, vote center manager will contact Elections staff for replacement equipment.



Potential Disruption	Response
<b>Ballot on demand stops working</b>	While vote center manager resolves the issue, electronic ballots can be issued to voters. Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, elections office or vote center manager will contact vendor for customer support.
<b>Internet connection goes down</b>	Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, elections office or vote center manager will contact county information services or internet provider for customer support. If internet outage lasts longer than 15 minutes, vote center staff can issue provisional ballots via electronic voting equipment or sample ballots or paper ballots (if possible) in provisional envelopes. Vote center staff will keep paper record of all voters and information for elections staff to enter into DIMS at elections office. If internet outage lasts longer than one hour, or any significant amount of time depending on amount of voters present, voters will be directed to another vote center. Public will be notified via website, phone message, news, radio, social media, etc.
<b>Suspicious person or object</b>	Vote center manager will contact security authorities depending on the situation.
<b>Vote center employees don't show up</b>	Vote center manager will contact elections office to find a replacement staff for the vote center. A list of trained backup staff will be maintained by the elections office.
<b>Vote center is unusable</b>	If the vote center is unusable for any reason, vote center manager will notify the elections office. A list of backup vote centers will be maintained by the elections office. Elections staff will assist vote center staff in moving and setting up the new vote center. Public will be notified of a change of location via website, phone message, news, radio, social media, etc.