

ELECTION ADMINISTRATION PLAN

SAN BENITO COUNTY ELECTIONS



JOE PAUL GONZALEZ

County Clerk-Auditor-Recorder/Registrar of Voters

440 5TH Street, Room 205

Hollister, CA 95023

UPDATED JANUARY 7, 2022

APPROVED FEBRUARY 2, 2022

Executive Summary

Senate Bill 423 authorized counties to implement the Voter's Choice Act (VCA) model for the November 3, 2020, Presidential General Election. San Benito County conducted its election in compliance with SB 423.

Compared to the traditional polling place model, the VCA model provides more locations to get a replacement ballot (on-demand), a greater number of accessible voting machines, and more language assistance for voters.

The Election Administration Plan (EAP) provides the formal guiding outline for implementation of the VCA model in San Benito County. It incorporates the feedback provided by voters and community advisory committees such as the Language Accessibility Advisory Committee (LAAC) and the Voter Accessibility Advisory Committee (VAAC).

Following the finalization of the EAP, the Elections Office will implement a comprehensive voter education campaign, ranging from expanding our social media presence, partnerships with high schools and institutions of higher education, and collaborations with elected officials and government agencies. The plan is a framework for the campaign to meet its goal of informing San Benito County's approximately 37,000 voters of the upcoming changes and transition to the vote center model.

At the time of preparing the EAP, four vote centers and six ballot drop boxes will be used based on current voter counts and California Election Code requirements. Voters may also return their vote-by-mail ballot by mail without needing to affix additional postage, at a ballot drop box location, or at any vote center.

As San Benito County transitions to the vote center model, the Elections Office remains committed to our mission of providing election services for the citizens of San Benito County, to ensure equal access to the election process, protecting the integrity of votes, and maintaining a transparent, accurate and fair process.

This updated EAP will be a collaborative effort prepared in consultation with our community partners, municipal election colleagues, and stakeholders.

In the pages that follow, the EAP describes the Vote-by-Mail process; the proposed locations of the County's Vote Centers and Ballot Drop Box locations; the election technology that will be deployed securely at Vote Centers and our Voter Education and Outreach Plan.

Table of Contents – Election Administration Plan

Contents

Table of Contents – Election Administration Plan	3
Voter’s Choice Act (VCA).....	5
Vote Centers	5
Vote Center Details.....	7
Bilingual Assistance at Vote Centers.....	8
Disability and Voting Accessibility at Vote Centers	8
Ballot Drop Off Locations	10
Voter Education and Outreach – General.....	12
Media and Public Service Announcements	12
Having a Community Presence.....	13
Directly Contacting Voters	14
Voter Kit and Guide.....	14
Using Resources to Ensure Voters are Informed	15
Voter Education and Outreach – Voters with Accessibility Needs	15
Voting Accessibility Advisory Committee	16
Educating the Disability Community – Voter Education Workshop	16
Accessible Voting Materials and Ballots	17
Accessible Website	17
Accessible Services Available at Vote Centers and Ballot Drop Off Locations.....	17
Remote Accessible Vote by MAIL (RAVBM) – Accessible Voting	18
Accessible Return Envelopes	18
Requesting a Replacement Ballot	18
Addressing Disparities in Voter Accessibility and Participation.....	19
Voter Education and Outreach – Language Minority Communities.....	19
Educating Language Minority Communities.....	19
Bilingual Voter Education Workshops	19
Media and Public Service Announcements.....	20
Spanish Educational Material	20
Identifying Language Minority Voters	20
Estimated Short-Term and Long-Term Costs and Savings	21

Conclusion.....	21
Appendices.....	22
<i>APPENDIX A</i>	23
Appendix A.1	24
Appendix A.2 Sample Mailings.....	25
<i>APPENDIX B</i>	27
<i>APPENDIX C</i>	30
<i>APPENDIX D</i>	59
Drop Boxes	64
Vote Centers & Drop Boxes Public Transportation.....	71
Vote Centers Design and Layout.....	73

Voter's Choice Act (VCA)

The Voters Choice Act (VCA) is a new law passed by the California State Legislature in 2016. The California Voter's Choice Act modernizes elections in California by allowing counties to conduct elections under a model which provides greater flexibility and convenience for voters. The VCA has been implemented successfully in the Counties of Butte, Nevada, El Dorado, Amador, Tuolumne, Mariposa, Madera, Fresno, Napa, Sacramento, San Mateo, Santa Clara, Los Angeles, and Orange.

The Election Administration Plan (EAP) provides the formal guiding outline for implementation of the VCA model in San Benito County. This Election Administration Plan describes the Vote by Mail process; the proposed locations of the County's Vote Centers and Ballot Drop Box locations; the election technology that will be deployed securely at Vote Centers, and our Voter Education and Outreach Plan.

Compared to the traditional polling place model, the VCA model provides the ability to vote at any vote center, the ability to deposit a Vote-By-Mail ballot at an official drop box location throughout the county, an extended voting period, more locations to get a replacement ballot (on-demand), a greater number of accessible voting machines, and more language assistance for voters as compared to the traditional polling place model.

Starting with the June 7, 2022, Statewide Direct Primary Election

1. Every registered voter will receive a Vote-by-Mail ballot starting twenty-nine days before Election Day
2. Voters can vote at any of the Vote Centers in San Benito County
3. Two Vote Center will be open for eleven days, including Election Day
4. Two Additional Vote Centers will be open for four days, including Election Day
5. Six Drop Boxes will be open for twenty-nine days, including Election Day

Compared to the traditional polling place model, there are more locations to get a replacement ballot (on-demand), a greater number of accessible voting machines, and more language assistance at vote centers.

Vote Centers

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

Vote Centers will operate like polling places, allowing voters to cast their ballots in person, whether on paper or by utilizing an accessible ballot marking device. Unlike polling places, however, voters can cast their ballots, or request and receive replacement ballots at any Vote

Center countywide. Voters will also be able to register to vote or update their registration at any Vote Center. Voters who have not registered before the close of registration (14 days prior to the election), will be able to Conditionally Register to Vote at any Vote Center and cast a provisional ballot through Election Day.

Vote Centers will have secure access to the County's Election Management System (EMS), allowing Vote Center staff to verify, in real time, the voting status of each voter. Vote Centers will be equipped with a minimum of 3 accessible ballot marking devices. All Vote Centers will be ADA-compliant, and Election personnel will be on site to assist voter with specific needs.

Security and contingency plans will be in place to prevent disruption of voting, and to ensure that the election is properly conducted. When Vote Centers are not in operation, the site and equipment will be secured through tested and established security protocols such as tamper evident seals and secure storage locations.

There will be a total of four (4) Vote Centers available to all voters in San Benito County. Below is a list of proposed Vote Centers. All Vote Centers will be open for at least eight hours a day during the early voting period. On Election Day all Vote Centers will be open from 7:00 a.m. to 8:00 p.m. Exact hours of each Vote Center's operation will be posted on the Elections webpage SBCVote.us and included in the San Benito County Voter Information Guide.

Open 28 Days Before the Election Through Election Day (29-day total)

EC §4005(a)(4)(A)

Elections Office
440 5th Street, Room 205
Hollister, CA 95023

Voter Centers Open 10 Days Before the Election Through Election Day (11-day total)

EC §4005(a)(4)(A)

San Juan Bautista Community Center
10 San Jose Street
San Juan Bautista, CA 95045

Hall of Records (Old Courthouse)
Monterey & 5th Street, Room 101
Hollister, CA 95023

Voter Centers Open 3 Days Before Election Through Election Day (4-day total)

EC §4005(a)(3)(A)

Saint Benedict Catholic Church
1200 Fairview Road
Hollister, CA 95023

California National Guard Armory (next to Hollister Airport)
2302 San Felipe Rd
Hollister, CA 95023

Map of Vote Centers

EC §4005(a)(10)(I)(vi)(V)

See Appendix D for the map and descriptions of Vote Centers and ballot drop off location placements and demography for San Benito County.

Vote Center Details

Voting Technology

The Elections Office will deploy a minimum of three (3) Dominion Voting Systems Image Cast X (ICX) accessible ballot marking devices at each Vote Center as well as a Mobile Ballot Printer (MBP) that will allow the Elections Office to print ballots on demand in all required languages at all Vote Centers.

What is the Voting Systems Image Cast X (ICX)?

The ICX is an accessible ballot marking device. The ballot marking capabilities allow a voter to vote using the accessible tactile interface (ATI), sip-n-puff, or paddle switches. The ICX has the audio capability to handle English and Spanish languages. The ICX requires the poll worker to insert an activation card which generates each voter's ballot.

What is a Mobile Ballot Printer?

The Mobile Ballot Production Software is used to search, preview and print ballots via a local printer device. The application makes use of ballot information and PDFs produced by the Election Event Designer (EED) application and minimizes the time it takes to search for, and print the ballots required for the election. It allows the voter to go to any location.

Each Vote Center will be linked to the Election Information Management System (EIMS) through a secure connection. EIMS is connected to the voter registration database administered

by the State of California (VoteCal). This will provide access to voter registration data, enabling Vote Center staff to determine the registration and voter status of every voter in real time.

Staffing Vote Centers

EC §4005(a)(10)(I)(vi)(IX)

Each Vote Center will have at least two (2) elections staff members and three (3) members of the public serving as Election Officers.

All Vote Center staff will be required to attend a mandatory training. The training will cover the following areas: setup of the Vote Center, processing voters, operation of the voting equipment, accommodating voters with disabilities or language specific needs, end of day closing procedures, daily securing of equipment and what to do in case of an emergency. All staff will be provided written procedures to reference, and emergency procedures will be included.

The Elections Office will collaborate with its VAAC and LAAC members to develop its Bilingual and Disability and Voting Accessibility training programs.

Bilingual Assistance at Vote Centers

EC §12303

There must be a reasonable amount of effort to staff bilingual Election Officers at all locations where 3% or more of the voting age population do not speak English at adequate levels. Each county in California has their own specific method for determining which precincts require a bilingual Election Officer. Voter file information such as birthplace, surname, and language preference are used to identify areas where bilingual assistance may be needed. Census and American Community Survey information, as it applies to Election Codes 14201 and 12303, is used to identify precincts that meet the 3% threshold. In addition, voter requests from Voter Registration Cards and online registration are also referenced for appropriate placement of bilingual staffing. All Vote Centers will have bilingual staff.

Disability and Voting Accessibility at Vote Centers

Election Officers will be provided with a reasonable amount of training and resources to assist voters with disabilities. This includes curbside voting and how to troubleshoot accessible voting machines.

Curbside Voting: Curbside voting allows you to park as close as possible to the voting area. Elections officers will bring you a roster to sign, a ballot, and any other voting materials you may need, whether you are at a curb or in a car.

Design and Layout of Vote Centers

EC §4005(a)(10)(I)(vi)(XI)

Vote Centers are designed to ensure that each voter has the right to cast a private and independent ballot. Voting equipment and ballot drop 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 E for the design and layout of Vote Centers.

Security and Contingency Plans

EC §4005(a)(10)(I)(vi)(VIII)

Ensuring the Security of Voting

EC §4005(a)(10)(I)(iv)

The Elections Office will ensure the security of voting conducted at Vote Centers using the following methods and standards:

- All equipment will be configured for each election after the certified list of candidates is received from the Secretary of State. Logic and Accuracy Testing will be done in accordance with state law for all voting equipment, including the ballot printers, accessible ballot marking devices, and tabulators. A media release will be sent prior to the start of Logic & Accuracy Testing. This process is open to the public.
- All Voter Center staff will be well trained and prepared to assist eligible voters in every way possible. All Vote Center staff will also be versed in proper chain of custody procedures and the operations of voting equipment.
- Vote Center staff will have access to the same election management system (EIMS) used in the County office. To ensure that every eligible voter casts the ballot he or she is eligible to vote in each election, EIMS allows Voter Center staff to determine whether 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.
- All laptops connected to EIMS are connected to VoteCal, the official statewide voter registration database managed by California Secretary of State. VoteCal tracks voters across the state and notifies 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.
- All equipment connected to the election management system's server is fully compliant with all security measures and regulations (§20158). We ensure compliance in partnership with the San Benito County Information Technology staff.
- Each Vote Center will have voting equipment, resources, and signage placed strategically to ensure that every voter can cast a private and independent vote.

- The Dominion ImageCast X-ICX voting equipment is a paper-based system and does not connect to any network. All equipment is secured with tamper-evident seals. Vote Center staff will shut down and lock voting equipment securely when Vote Centers are closed.
- All recorded votes, including paper ballots, conditional voter registration (CVR) ballots, provisional ballots, and vote by mail ballots, will be transported securely to the San Benito County Elections office daily after the Vote Center closes.

Prevention Measures and Potential Disruptions

EC §4005(a)(10)(I)(vi)(VIII)(ia), EC §4005(a)(10)(I)(vi)(VIII)(ib)

All elections and Vote Center staff will be prepared for potential disruptions at Vote Centers. The Elections Office will have experienced staff on duty to distribute needed replacement materials and equipment. Staff will be prepared to troubleshoot equipment. All Vote Centers will have cell phones to connect quickly with elections staff when necessary.

See Appendix F for a list of potential disruptions and responses that elections and Vote Center staff will implement in the event of a disruption.

Mobile Vote Centers

EC §4005(a)(10)(B)(xiv)

The Elections Office is considering the implementation of a mobile Vote Center. San Benito County will look to service geographically isolated populations and assisted living facilities. The locations and hours of operation for these mobile Vote Centers will be available to the public on the Elections website and in voting materials sent to voters. Mobile Vote Centers will have the same functionality as any established Vote Center.

The Elections Office will put emphasis on communities in the southern part of the County of San Benito, including the townships of Tres Pinos, Paicines, Panoche, and the rural areas of Bitterwater, Cienega, and Coalinga.

Ballot Drop Off Locations

There will be six ballot drop off locations in San Benito County. All ballot drop off locations will be open 29 days before the election through Election Day. All ballot drop off locations will be open during normal business hours. The 24-hour ballot drop off locations will close 8 p.m. on Election Day. Exact times of each drop off location's operations will be posted on the San Benito County elections webpage at SBCVote.us and included in the San Benito County Voter Information Guide.

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

24-Hour Ballot Drop Off Locations (E-29)

EC §4005(a)(1)(B)

Ballot Drop Boxes have 24-hour video surveillance.

	Days Open	Hours Available	Election Day hours	In place	Notes	Public Transit
Elections Office, Winn Alley	29	24 hours	Until 8 PM	2016	Drive Through & ADA	Bus Route
Community Food Bank of San Benito County	29	24 hours	Until 8 PM	2020	Walk-up	Bus Route
Hollister Super, Su Super Mercado	29	24 hours	Until 8 PM	2020	Walk-up & ADA	Bus Route
City of Hollister Fire Station #2	29	24 hours	Until 8 PM	2020	Walk-up & ADA	Dial-A-Ride
Ridgemark Golf Club & Resort Office	29	24 hours	Until 8 PM	2020	Drive Through & ADA	Dial-A-Ride
Windmill Market, San Juan Bautista	29	24 hours	Until 8 PM	2020	Drive Through	Dial-A-Ride

Map of Ballot Drop Off Locations

EC §4005(a)(10)(I)(vi)(V)

The Elections Office has a complete list of drop box locations and rationales in Appendix D.

Voter Education and Outreach – General

The VCA requires the County to develop a Voter Education and Outreach Plan that informs voters and eligible citizens on all aspects of the VCA, including Vote Center and Ballot Drop Box locations, vote by mail voting and information specific to voters with disabilities and non-English speaking voters. Public workshops will be held with community organizations and individuals that advocate on behalf of or provide services to these groups.

Media and Public Service Announcements

EC §4005(a)(10)(I)(i)(II), EC §4005 (a)(10)(I)(i)(VII)

The Elections Office uses a variety of media and public service announcements in accessible formats to educate the voting-age population in San Benito County, to promote the availability of an accessible Vote-By-Mail ballot and how to request one, and to promote the Elections Department office contact (877) 777-4017, (831) 636-4016, or by email at SBCVOTE@cosb.us.

Media will include but is not limited to newspapers, radio, television, and social media. The Elections Office will use Public Service Announcement (PSA) in visual and audio formats to inform voters of the upcoming election and the toll-free voter assistance hotline. The PSA will be distributed through radio, online newspaper, social media, and billboard locations located within the County.

The LAAC and VAAC will provide assistance with developing the PSA content. The following San Benito County media outlets were chosen with consideration of their target audience, frequency of publication, reach, accessibility, and consultation with the public.

Newspapers:	Mission Village Voice, Hollister Free Lance
Online News Sources:	BenitoLink
Radio:	KMPG, Radio Bilinguie, Radio Lazer, KDON
Television:	KION, KSBW, KQET, KCBA, KSMS
Social Media:	Facebook, Twitter, and Instagram @sbcbvote

Significant efforts for educating potential voters through the above-mentioned media were implemented on Voter Choice Act (VCA) (general and on Executive Order N-67-20) on September 27, 2020, October 6, 2020, October 15, 2020, October 20, 2020, April

27, 2021, June 29, 2021, October 28, 2021, November 18, 2021, November 30, 2021, and December 7, 2021.

The Elections Office will continue to strategically reach out to the voting age population and will time its communication closer to key election dates (rather than several months prior).

See Appendix A for more information regarding the choice of media sources.

Having a Community Presence

EC §4005 (a)(10)(I)(i)(III)

The Elections Office will educate the voters of San Benito County by having a community presence. Elections will partner with established community-based organizations to reach their target audiences via newsletters, emailing, social media, websites, and/or events. Types of organizations the Elections Office 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, organizations and agencies serving people with disabilities, and schools. These organizations will receive official media for purposes of education and outreach from the Elections Office.

The Elections Office will put an emphasis on the availability of the accessible Vote-By-Mail ballot and how to request one with key community nonprofits and civic organizations such as the League of United Latin American Citizens (LULAC), Latino Coalition, Community Foundation for San Benito County, San Benito County Chamber of Commerce, Hollister Downtown Association, Hope Services, San Benito County Local Transportation Authority, Youth Alliance, and Democratic and Republican Central Committees.

The Elections Office has had meetings with the public and will continue to have meetings with community members. The Elections Office will also provide materials for events or attend local events as they are recommended to the Office by our staff and community members. Community event attendance will be published on the Elections website SBCVote.us and social media when confirmed. The Elections Office will announce events in advance and will disseminate the times and locations of those events using all appropriate media channels.

Additional community communication and contact will be through various ways such as:

- Sharing accurate, non-partisan election information on social media using the hashtags #SBCVote and #SanBenitoCountyVotes

- Posting election information and links to our website sbcvote.us in accessible formats
- Placing flyers and handouts in local offices or locations the public may frequent
- Assist in distributing information, materials, and brochures, including election specific messaging points
- Participating in community outreach events such as Farmers' Markets
- Participating in advisory meetings regarding messaging, concerns, or common questions from the public
- Provide an overview and updates on the Elections Office at community meetings such as those held by nonprofits, and organizations
- Provide Media and Public Service announcements including newspapers, online news sources, radio, television, social media, and public service announcements
- An additional list of outreach opportunities is provided in Appendix A1

Directly Contacting Voters

EC §4005 (a)(10)(I)(i)(VII)

The Elections Office will mail two direct postcards to voters for the purposes of informing voters of the upcoming election and promoting the Election Office contact information. These postcards will be in addition to other required contact with voters including, but not limited to, sample ballots and the delivery of Vote-by-Mail ballots.

The first postcard will be sent to registered voters of San Benito County informing them that a Vote-by-Mail ballot will be sent to all regardless of Vote-By-Mail preference. This direct contact will also serve as a reminder to voters to watch for their Vote-by-Mail ballot, Remote Accessible Vote-by-Mail (RAVBM) options, and to check their status and make sure they are registered correctly; this will be especially emphasized during party specific primaries.

The second postcard will be sent after voters have been mailed their ballots. The mailing will include information regarding their voting options at Vote Centers, if they would prefer to vote in person, and options for returning their Vote-by-Mail ballots, including a reminder to sign their envelope.

The Elections Office will continuously seek public input from VAAC and LAAC members in composing and editing its direct postcard language.

All mailings will be sent to voters in English and Spanish. Sample mailings are included in Appendix A2.

Voter Kit and Guide

EC §13303

Every registered voter in the County will receive a Vote-by-Mail Kit in the mail. This Kit will include the voter's official ballot, a ballot return envelope, a list of all Ballot Drop Box locations, and an "I Voted" sticker and will be in English and Spanish. These Vote-by-Mail Kits are not forwarded by the US Postal Service (Election Code 3008(b)), rather the Vote-by-Mail Kits are returned to the San Benito County Election Office for processing.

The San Benito County Voter Information Guide (VIG) will contain a sample ballot for each election, detailed information on the Vote-by-Mail and Remote Accessible Vote by Mail (RAVBM) process and options for requesting a replacement Vote-by-Mail ballot and process for returning a Vote-by-Mail ballot. The VIG will include a full list of Vote Center locations and Ballot Drop Box locations. The VIG will be available in English and Spanish.

The State Voter Information Guide that contains information on state-wide candidates and propositions, is available on the SOS website. Each Vote Center will have printed State Voter Information Guides in English and Spanish in large print.

Using Resources to Ensure Voters are Informed

EC §4005(a)(10)(I)(i)(VII)

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

(See Appendix B for specific information regarding the education and outreach budget for the June 7, 2022, Election as well as a comparison of this budget with the voter education and outreach for the March 3, 2020, Election)

Voter Education and Outreach – Voters with Accessibility Needs

The Elections Office is committed to working with voters with disabilities to increase accessibility in the democratic process. The Elections Office website provides general information about these efforts and the resources available to voters with disabilities including the Remote Accessible Vote by Mail (RAVBM), disability services available at Vote Centers, ensuring the availability of election materials in alternative formats and the Voter Accessibility Advisory Committee (VAAC). Voters are encouraged to contact San Benito County Elections Department with specific requests for assistance by calling toll free (877) 777-4017, (831) 636-4016, or emailing SBCVOTE@cosb.us.

Additionally, voters may call the hotline run by Disability Rights California, a nonprofit organization, if they are having difficulty voting because of a disability. The hotline number is

(888) 569-7955. The hotline operates year-round, including from 7:00 a.m. to 8:00 p.m. on Election Day for each statewide California and federal election.

Voting Accessibility Advisory Committee

The Elections Office formed a Voter Accessibility Advisory Committee (VAAC) to establish how to best educate and reach the disability community of persons with disabilities in San Benito County regarding the VCA. The Committee was established on August 25, 2020. The committee members are well connected to the community of persons with disabilities and will assist the Elections Office in developing plans to best serve voters with disabilities in San Benito County. The VAAC is designed to advise and assist in ensuring all voters in San Benito County can vote privately and independently. VAAC members, community partners and Election staff work together to provide information and alternative voting options to voters with disabilities. The VAAC holds monthly meetings the last Tuesday of the month, visit <http://sbcvote.us/registrar-of-voters/voting-accessibility-advisory-committee-vaac/> to join a meeting and learn more about the committee.

Educating the Disability Community – Voter Education Workshop

EC §4005(a)(10)(I)(VI)(ib)

The Elections Office held four education workshops to increase accessibility and participation of eligible voters with disabilities. The initial workshop was held on August 25, 2020. The kick-off workshop for the June 7, 2022, election was on June 29, 2021. Two additional workshops were held on the latest changes to the EAP on November 18, 2021, and November 30, 2021. At these workshops the following information was provided:

- Accessible Vote by Mail Application
- A laptop with a demonstration of the RAVBM interface and audio
- Ballot Marking Device (ICX) with a mock ballot
- Availability of materials in alternative formats (large print, audio measures, accessible County Voter Information Guide, and availability of alternate formats for state election materials).

The Elections Office will hold additional in-person workshops in February, March, April, and May before the June 7, 2022, Election. These workshops will target the disability community and community member whose primary language is not English.

Media/Advertising

All press releases distributed throughout San Benito County will announce the toll-free voter assistance hotline which provides help in English and Spanish with the ability to connect voters with TTY (text telephone), allowing voters who are deaf, hard of hearing, or speech-impaired to use the telephone to communicate with San Benito County Election staff.

Printed materials, such as the direct postcards and the “I Voted” sticker insert in the Vote by Mail Kit advises voters of accessible ballot options.

Newspapers, online news, radio, television, and social media will also be used for communication including announcements, reminders, and general information.

Accessible Voting Materials and Ballots

Accessible Website

EC §4005 (a)(10)(I)(i)(IV)

The Elections website is an accessible website per the standards recommended in Elections Code §2053(b)(4). The Elections Office will work with the San Benito County Information Technology Staff to ensure that all election information is available in text-based format on the accessible website, SBCVote.us. This 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 Elections Office has a dedicated page on voter outreach and accessibility tools available.

Within the accessible website of www.SBCVOTE.us, the Elections Office has a dedicated page that features resources and links for accessibility. The webpage is reviewed continuously for accuracy and kept current to meet the needs of the community.

Accessible Services Available at Vote Centers and Ballot Drop Off Locations

EC §4005(a)(8)(B)(iii)

San Benito County’s touchscreen voting system has accessibility features, including touchscreen and audio, which gives voters with disabilities the ability to cast a private ballot without assistance. The voting system is equipped with an audio voting component that allows voters to listen to the ballot and make their choices using the keypad provided. These voting systems result in providing a verifiable paper output.

The keypad includes a “sip and puff” feature as well.

Voters who are unable to mark a ballot, may bring up to two individuals to assist them in voting.

All registered voters will receive a Vote-by-Mail ballot and educational materials. Each voter will also receive a postage-paid postcard for requesting an accessible Vote-by-Mail ballot. Voters requesting an accessible Vote-by-Mail ballot need only fill out the postage-paid postcard and return it to the Elections Office. Voters may also request an accessible

Vote-by-Mail ballot and receive other information about accessible voting. The Elections Office will continue to use Remote Accessible Vote-By-Mail (RAVBM) platform to distribute accessible Vote-by-Mail ballots.

Remote Accessible Vote by MAIL (RAVBM) – Accessible Voting

A Remote Accessible Vote-by-Mail (RAVBM) system allows voters to mark their selections using their own compatible technology to vote independently and privately in the comfort of their own home. To use the RAVBM system, a voter must:

- Request an RAVBM ballot
- Log into the provided RAVBM screen reader friendly website
- Mark their selections
- Download their marked ballot and instructions
- Print their ballot and instructions
- Sign the envelope (using the envelope provided with the Vote-by-Mail ballot or the voter's own envelope)
- Return the printed and signed selections either by mail or by dropping it off at a voting location. The selections **cannot** be returned electronically.

A voter can request an RAVBM ballot when they review their information on **My Voter Status** or by contacting the following phone number toll free at (877) 777-4017, or by email at SBCVOTE@cosb.us.

Accessible Return Envelopes

The Elections Office provides return ballot envelopes with two holes, which allow voters with visual impairments to use a signature guide to sign in the proper place (or otherwise have a tactile way to locate the signature line on the envelope).

Requesting a Replacement Ballot

EC §4005(a)(10)(I)(vii)

Voters with disabilities can request a replacement ballot in three ways: by calling, or emailing the Elections Office, or by visiting any Vote Center. Voters that wish to request a replacement ballot to be mailed to them may do so by emailing their request to sbcvote@cosb.us.

The last day that replacement Vote-by-Mail ballots can be mailed is seven (7) 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.

Addressing Disparities in Voter Accessibility and Participation

EC §4005(a)(10)(I)(v)

After any election that is conducted in compliance with the Voter's Choice Act, the San Benito County Elections Office will make a reasonable effort to address significant disparities in voter accessibility and participation. The San Benito County Elections Office will meet with the San Benito County VAAC to address and discuss any issues that occurred during the election. Furthermore, the San Benito County Elections Office will survey all Vote Center staff to evaluate and address any disparities regarding voter accessibility and participation.

The Elections Department strives to provide Vote Centers that are accessible to the elderly and to voters with disabilities. If a Vote Center does not meet accessibility guidelines, call (877) 777-4017 to receive information on alternative methods of voting.

Additionally, voters may call the hotline run by Disability Rights California, a nonprofit organization, if they are having difficulty voting because of a disability. The hotline number is (888) 569-7955. The hotline operates year-round, including from 7:00 a.m. to 8:00 p.m. on Election Day for each statewide California and federal election.

Voter Education and Outreach – Language Minority Communities

The Elections Office formed a Language Accessibility Advisory Committee (LAAC) to establish how to best educate the language minority communities in San Benito County about the VCA. The committee was established in 2004. The LAAC will assist in how to best reach the Spanish population in San Benito County. See Appendix C for materials regarding this committee. The LAAC meets every last Tuesday of the month, visit <http://sbcvote.us/registrar-of-voters/language-accessibility-advisory-committee-laac/> to join a meeting and learn more about the committee.

Educating Language Minority Communities

EC §4005(a)(10)(I)(i)(VI)(ia)

Bilingual Voter Education Workshops

EC §405(a)(10)(I)(i)(VI)(ia)

Education workshops will be part of the outreach efforts. The Elections Office will work with LAAC members and community partners to provide voters with language assistance at educational workshops.

The Elections Office held a bilingual voter education workshop to increase outreach and the participation of San Benito County's Spanish speaking community on August 25, 2020. The

workshop for the June 7, 2022, election was held on June 29, 2021. Additionally, workshops were held on November 18, 2021, and November 30, 2021.

At these workshops the Elections Office provides:

- Bilingual Voter Registration Forms and provides guidance on filling out the Registration Form
- Examples of Facsimile ballots with voter instructions
- Translated VCA outreach materials

The Elections Office will hold two additional in-person workshops in February and March before the June 7, 2022, Election.

Media and Public Service Announcements

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

San Benito County does not have any media outlets that are specific to the Spanish speaking population. The Elections Office consulted with the public and the San Benito County LAAC to establish a list of community partners that can assist with educating the Spanish speaking communities in San Benito 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 Elections Office has and will recommend including material in emails, social media, newsletters, and 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 (877) 777-4017 hotline will be posted in Spanish on BenitoLink and Freelance Newspaper.

Spanish Educational Material

The Elections Office will distribute educational materials in Spanish provided by the California's Secretary of State and Elections Office through the City of Hollister – Clerk's Office, City of San Juan Bautista – Clerk's Office, Jovenes De Antaño (nonprofit), LULAC, Youth Alliance, PG&E payment centers, the Elections Office language accessibility webpage, and through any other organizations that opt to use it in their outreach.

Identifying Language Minority Voters

EC §4005(a)(10)(I)(i)(V)

The Elections Office identifies language minority voters by their language preference indicated on voter registration forms. Minority language voters may also email SBCVOTE@cosb.us or call the Elections Office to designate their language preference. We collect and store this data in our election management system. We also receive

information about the language minority communities from the United States Census Bureau.

Estimated Short-Term and Long-Term Costs and Savings

EC §4005(A)(10)(I)(v)

The Elections Office has determined that costs will exceed savings with the first implementation of the VCA. Anticipated long-term savings include decreased costs for equipment, including the purchasing of new equipment and equipment maintenance, ballot printing, and labor.

See Appendix B for an example of the budget and expected costs and savings for the June 7, 2022, election as compared to the March 3, 2020, elections.

Conclusion

To implement the VCA in San Benito County, the Elections Office relied on its community partners to obtain critical feedback on implementation. This endeavor put County voters at the center of developing a new voting experience that is convenient, accessible, and secure.

The San Benito County EAP Plan was advised by an extensive list of researchers, usability and security professionals, technology and academic leaders and a wide range of community stakeholders, including advocacy groups and members of the public. Utilizing a combination of advisory groups, focus groups, technical analysis, and user testing, the Elections Office set the process of developing a new voting experience that satisfies State and local requirements, meets the needs of voters, and exceeds national voting system security standards.

Appendices

The following Appendices refer to sections in this document.

Appendix A

The Elections Office seeks to educate and reach out to as many potential voters as possible about the California Voter's Choice Act and to promote the toll-free voter assistance (877) 777-4017 hotline. To accomplish this goal, the elections office, in consultation with the public, has created a list of many types of media that have a variety of audiences.

The Elections Office will attempt to advertise in the following mediums:

Newspapers:	Mission Village Voice, Hollister Free Lance
Online News Sources:	BenitoLink
Radio:	KMPG, Radio Bilinguie, Radio Lazer, KDON
Television:	KION, KSBW, KQET, KCBA, KSMS
Social Media:	Facebook @sbcvote, Twitter @sbcvote

Through consultations with the public, social media (Facebook, Twitter, Instagram (@sbcvote)) and BenitoLink will be primary media through which voter education and outreach occurs.

Television News Stations and Radio will be used to reach a wider audience.

Radio is extremely popular in San Benito County and there is a variety of programming that appeal to Spanish speaker demographics.

Mission Village Voice (print) and BenitoLink (online) are both free newspapers, will also be used to reach as many potential voters as possible.

Appendix A.1

List of community partners and outreach events

Dates	Event/ Partner	Location of Event
Summer (multiple dates, usually every Wednesday)	Farmers Market Hollister Downtown Association	Downtown Hollister
Late Summer	Street Festival and Car Show	Downtown Hollister
Late Summer	San Benito County Fair	Bolado Park Event Center
Throughout (multiple dates)	Youth Alliance	Throughout the County
Several (multiple dates)	San Benito High School	San Benito High School campus
Throughout	Pop-up Events	Vertigo Coffee
Spring (April)	Healthy Kids Day	YMCA San Benito County
Spring	San Juan Weekly Farmers Market	San Juan Bautista
Late Spring (August)	Annual Kids in the park	Safe Kids Coalition of San Benito County

Appendix A.2 Sample Mailings

Reminder Postcard- Front (subject to change before June 7, 2022, Election)

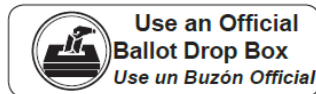


San Benito County Elections

September 14, 2021 California Gubernatorial Recall Election
14 de septiembre de 2021 Elección de Destitución de Gobernador de California

MORE DAYS, MORE WAYS TO VOTE! MAS DIAS, MAS MANERAS PARA VOTAR!

Ballots will be mailed out no later than August 16. *Las boletas se enviarán no mas tarde que el 16 de agosto.*



Drop off your voted ballot or vote in person at any of our 4 Vote Centers:

Entregue su boleta votada o vote en persona en cualquiera de nuestros 4 centros de votación:

Dates Open	Fechas Abiertas	Voting Option	Opción de Votación	Hours open	Horas Abiertas
August 16	16 de agosto	Total of six Drop Boxes open	Total de seis Buzones Oficiales abiertos	Open 24 hours until 8 p.m. on Election Day	Abierto 24 horas hasta 8 p.m. el Día de Elección
August 16 - September 10	16 de agosto-10 de septiembre	Election Office Opens as a Vote Center	La Oficina de Elecciones abre como un Centro de Votación	Mon.-Fri. From 8 a.m. to 5 p.m., except Labor Day	Lun.-Vier. de 8 a.m. a 5 p.m., excepto el Día Laboral
September 11-14	11-14 de septiembre	All Four Vote Centers will be open	Todos los Cuatro Centros de Votación estaran abiertos	Daily from 8 a.m. to 5 p.m. September 14: 7 a.m. to 8 p.m.	Diario de 8 a.m. a 5 p.m. 14 de septiembre: 7 a.m. a 8 p.m.

For a detailed list of Ballot Drop Box locations and Vote Centers, visit: www.sbcvot.us Call: Llame: 831-636-4016
 Para obtener una lista detallada de las ubicaciones de los centros de votación, visite: [f](https://www.facebook.com/SBCVote) [i](https://www.instagram.com/SBCVote) [@SBCVote](https://www.tiktok.com/@SBCVote) 877-777-4017

Reminder Postcard – Back

San Benito County Elections
 440 Fifth Street, Room 206
 Hollister, CA 95023



NONPROFIT ORG.
 U.S. POSTAGE
 PAID
 HOLLISTER CA
 PERMIT NO. 12

Vote Early Vote Temprano

At any Vote Center you can:
En cualquier Centro de Votación puede:

- Vote on an accessible voting tablet or paper ballot
Vote en una tableta de votación accesible o en una boleta de papel
- Obtain a replacement ballot
Obtenga una boleta de reemplazo
- Receive bilingual assistance
Reciba asistencia bilingüe
- Register or re-register to vote
Regístrese o vuelva a registrarse para votar
- Cast a provisional ballot.
Emita una boleta provisional.

Second Reminder Postcard- Front (subject to change before June 7, 2022, Election)



Reminder/Recordatorio

September 14, 2021 California Gubernatorial Recall Election
14 de septiembre de 2021 Elección de Destitución de Gobernador de California

Select your method and VOTE! *Seleccione su método y ¡VOTE!*

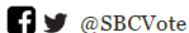


Vote by Mail
Vote por Correo

Return your completed Ballot in the postage paid return envelope included in your Voting Kit via USPS.

Devuelva su boleta completa en el sobre de devolución con franqueo pagado incluido en su kit de votación a través de USPS.

Questions? Contact us.
¿Preguntas? Contactenos.
www.SBCVote.us
831-636-4016
877-777-4017



Use an Official
Ballot Drop Box
Use un Buzón Oficial

Located at/ *Situados en:*
San Benito County Foodbank
Hollister Super #2
Fire Station #2
Ridgemark Golf Club
Election Office-Winn Alley
Windmill Shopping Center

Drop boxes are open to receive ballots on August 16 and can be accessed 24 hours a day, 7 days a week.

Los buzones de entrega se abrirán el 16 de agosto y se puede acceder a ellos las 24 horas del día, los 7 días de la semana.



Visit a Vote Center
Visite un Centro de Votación

Located at/ *Situados en:*
Sunnyslope Water District
CA National Guard Armory
Elections Department
San Juan Bautista Community Center

In person voting at our Vote Centers will be from Sept. 11 to Sept. 13, 2021 from 8 a.m. to 5 p.m. and Sept. 14, 2021 (Election Day) from 7 a.m. to 8 p.m.

La votación en persona en nuestros Centros de Votación será del 11 al 13 de sept. de 2021 de 8 a.m. a 5 p.m. y el 14 de sept. de 2021 (día de las elecciones) de 7 a.m. a 8 p.m.

Second Reminder Postcard – Back

San Benito County Elections
440 Fifth Street, Room 205
Hollister, CA 95023



NONPROFIT ORG.
U.S. POSTAGE
PAID
HOLLISTER, CA
PERMIT NO. 12

Avoid Lines,
Vote Early

Evite filas,
vote temprano



Select your method and
VOTE!
*Seleccione su método y
¡VOTE!*

APPENDIX B

General Budget Comparison of 2020 State Primary Election and 2022 State Primary Election.

Category	2020 STATE PRIMARY BUDGET (POLLING PLACE MODEL)	2022 STATE PRIMARY BUDGET ESTIMATE (VOTE CENTER MODEL)
<i>TEMPORARY STAFFING</i>	<i>\$92,100</i>	<i>\$72,877</i>
<i>ELECTION OFFICERS PAYROLL</i>	<i>\$38,000</i>	<i>\$45,000</i>
<i>VBM BOARD PAYROLL</i>	<i>\$6,000</i>	<i>\$7,392</i>
<i>LEGAL PUBLICATIONS</i>	<i>\$1,300</i>	<i>\$3,000</i>
<i>VIDEO SURVEILLANCE</i>	<i>\$5,000</i>	<i>\$5,500</i>
<i>ELECTION SPECIFIC POSTAGE</i>	<i>\$67,000</i>	<i>\$30,000</i>
<i>VOTING LOCATION SUPPLIES</i>	<i>\$35,000</i>	<i>\$10,000</i>
<i>POLL WORKER TRAINING</i>	<i>\$15,000</i>	<i>\$8,000</i>
<i>VOTING LOCATION DELIVERY</i>	<i>\$7,000</i>	<i>\$3,000</i>
<i>VOTING LOCATION RENTAL</i>	<i>\$4,000</i>	<i>\$5,000</i>
<i>VBM/VIG PRINTING/POSTAGE</i>	<i>\$156,000</i>	<i>\$200,000</i>
<i>ELECTION OFFICE SUPPLIES</i>	<i>\$15,000</i>	<i>\$5,000</i>
<i>TOTAL COST</i>	<i>\$441,400</i>	<i>\$394,769</i>

The County will conduct the 2022 State Primary Election utilizing a Vote Center model. There is an expectation that over time the County's costs of conducting elections under the VCA could be reduced.

The Elections Office will continue to administer elections on behalf of jurisdictions located within the County. The jurisdictions that consolidate their elections with the County will continue to be billed proportionately for all costs allowable by law.

To raise awareness among San Benito County voters on the VCA voting method, the Elections Office has executed a comprehensive, multilingual marketing and outreach campaign that incorporates website banners, social media posts, direct mailings, email notifications, and

outreach engagements. The campaign is divided into multiple phases that will deliver specific messages on how to register to vote, accessible voting for citizens with disabilities, and how the voting experience will change through VCA.

Outreach Comparison of 2020 State Primary Election and 2022 State Primary Election.

Category	2020 STATE PRIMARY BUDGET (POLLING PLACE MODEL)	2022 STATE PRIMARY BUDGET (VOTE CENTER MODEL)
<i>BILLBOARDS/BUS STOPS</i>	<i>\$1,500</i>	<i>\$4,000</i>
<i>SOCIAL MEDIA</i>	<i>\$0</i>	<i>\$1,000</i>
<i>DIRECT MAILINGS</i>	<i>\$10,000</i>	<i>\$24,000</i>
<i>ONLINE MARKETING</i>	<i>\$1,000</i>	<i>\$2,000</i>
<i>PRINT MEDIA</i>	<i>\$1,000</i>	<i>\$3,000</i>
<i>RADIO/TELEVISION</i>	<i>\$0</i>	<i>\$4,000</i>
<i>OUTREACH PARTNERSHIPS</i>	<i>\$0</i>	<i>\$10,000</i>
<i>TOTAL COST</i>	<i>\$13,500</i>	<i>\$48,000</i>

**Based on FY 2021/22 budget projections (subject to Board of Supervisors approval)*

The Elections Office has utilized internal and external data to determine the necessary communication channels to effectively reach the County's diverse communities. The Elections Office will send news releases with critical information regarding all upcoming elections, voter registration and services that are offered. All news releases will include contact information such as our toll-free voter assistance hotline and a link to our website.

Print Media

The Elections Office will work with local and regional journalists and reporters to promote departmental events, coordinate interviews, and disseminate election information that can be published in their respective outlets.

Transportation Companies

The Elections Office will continue to collaborate with San Benito County Express and other transportation entities across the County to promote voter registration and information, with the intent to provide discounted/free transportation services to Vote Centers.

Billboards/Transit

The Elections Office will utilize billboards and transit advertisements such as those at bus shelters and in mall displays to inform residents on upcoming elections.

Email Marketing

Targeting email marketing campaigns will also be used to send election related updates, informational materials, and website links to specific voters throughout the County.

Direct Mailing

The Elections Office will use direct mailings to inform and educate voters about the VCA. Additionally, various targeted mailing campaigns will be created and tailored for unique audiences with specific concerns, such as in matters of accessibility or language.

Radio

The Elections Office will work with radio networks to promote vote center locations, with emphasis on Spanish radio stations.

Television

The Elections Office will work with local television stations to create short 15-30 second advertisement videos for their website. Based on budget approval the Elections Office will seek opportunities to advertise on live tv.

Outreach Partnerships

The Elections Office will contract with nonprofits, businesses, or individuals to perform targeted outreach campaigns. Each contract will specify an objective. This may include performing outreach to Spanish speaking members of the community, senior citizens, or people living in rural areas of the county.

APPENDIX C

The San Benito County Language Accessibility Advisory Committee (LAAC) was established in 2004.

The LAAC (former known as Advisory Group) was established under the DOJ Consent Decree, Judgment, and Order.

Settlement:

https://www.justice.gov/sites/default/files/crt/legacy/2011/10/13/sanbenito_cd.pdf

The San Benito County Voter Accessibility Committee (VAAC) was established on August 25, 2020.



San Benito County Elections Department

Notice of Public Meeting

Elections Advisory Group

Friday, August 25, 2020 at 5:30 pm

Hall of records (old courthouse), 440 5th Street, Room 201, Hollister CA 95023

Telephone Inquiries **(831) 636-4016**

Email sbcvote@cosb.us for ZOOM invite

AGENDA

Review Minutes

1. Approve June Minutes

Old Business

2. Recap of previous meetings

New Business

1. Introduction
2. Elections Staff Updates
3. Governor Newsom Executive Order N-67-20 – November 2020
4. NEW Proposal – Voter Choice Act – Future Elections
5. Language Accessibility Advisory Committee
6. NEW Proposal Voter Accessibility Advisory Committee
7. Poll Worker Recruitment under COVID
8. Opportunities to engage the public (Requesting election staff for forums, meetings, or public/private events)

San Benito County
Elections Department
440 5th Street Room 205, Hollister, CA 95023
Telephone (831) 636-4016 / Fax (831) 636-2939
Email: sbcvote@cosb.us
Twitter: @sbcvote

Request to add items to the agenda should be submitted in writing or material no later than the day before the meeting.

The following pages include minutes related to this committee (as of April 2021).



San Benito County Elections Department

Notice of Public Meeting

Elections Advisory Group

Tuesday, August 25, 2020 at 5:30 pm
Hall of records (old courthouse), 440 5th Street, Room 201, Hollister CA 95023
Telephone Inquiries (831) 636-4016
Email sbcvote@cosb.us for ZOOM invite

AGENDA

Review Minutes

1. Approve June Minutes

Old Business

2. Recap of previous meetings

New Business

1. Introduction
2. Elections Staff Updates
3. Governor Newsom Executive Order N-67-20 – November 2020
 - a. This Executive Order will allow us to send a Vote by Mail to all registered voters in our county
 - b. We will keep our website and social media updated with the latest information
4. NEW Proposal – Voter Choice Act – Future Elections
 - a. Brief introduction to have other counties are administering their Elections
 - b. Larger public input and outreach components
 - c. Input will be accepted from all members of the public regardless of if they attend out meetings
5. Language Accessibility Advisory Committee
6. NEW Proposal Voter Accessibility Advisory Committee
 - a. Proposed to restructure the meeting format and to include fully include the Voter Accessibility Advisory Committee and the Language Accessibility Meeting in one agenda so we may target the public with specific needs in the best possible way
 - b. All topics are welcomed regarding accessibility
7. Poll Worker Recruitment under COVID
 - a. Our Poll workers will be asked to come back with the understanding that there will be regulations under COVID to follow.
8. Opportunities to engage the public (Requesting election staff for forums, meetings, or public/private events)

The following image was used on social media to advertise the Notice of Public Meeting for April 27, 2021:

**San Benito County
Elections Department**



Notice of Public Meeting

Topic: Elections Advisory Group
Time: Tuesday, April 27, 2021, 5:30 PM PST

In order to access the meeting please send an email to sbcvote@cosb.us to request zoom information. Thank you.

**San Benito County
Departamento de Elecciones**



Aviso de Convocatoria Publica

Tema: Grupo Consultivo de Elecciones
Hora: Martes, 27 de Abril, 2021, 5:30 PM PST

Para recibir acceso a la junta favor de mandar un correo electronico a sbcvote@cosb.us para solicitar la informacion de Zoom. Gracias.

The following pages include the agenda related to this committee:



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

ELECTION ADVISORY GROUP

April 27, 2021 at 5:15 p.m.

Virtual Meeting Information

Meeting ID 975 3841 6606

Passcode 208871



The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

CALL TO ORDER

1. Introductions
2. Corrections to Agenda

OLD BUSINESS

NEW BUSINESS

1. Elections Staff Monthly Report
 - a. CSA 50 Election
 - b. Pacheco Pass Water District Election
 - c. San Benito County Redistricting
2. Re-Introduction to the Group
 - a. Mission Statement & Origins of Elections Advisory Group
 - b. Restructuring of Group
 - i. Public Outreach and Media Communication
 - ii. Elections Staff Monthly Report
 - iii. Community Membership
 - iv. Language Accessibility Advisory Committee (LAAC)
 - v. Voting Accessibility Advisory Committee (VAAC)
3. Open Discussion

ADJOURNMENT

NEXT REGULAR MEETING DATE: June 11, 5:15 p.m.

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023

And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.

The following pages include the minutes related to this committee:

ELECTION ADVISORY GROUP

April 27, 2021 at 5:15 p.m.

Virtual Meeting Information

Meeting ID 975 3841 6606

Passcode 208871



The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

CALL TO ORDER

1. Introductions
2. Corrections to Agenda
 - a. Added “Approve minutes”
3. Approve Minutes
 - a. Approved by Angela Curro

OLD BUSINESS

NEW BUSINESS

1. Elections Staff Monthly Report
 - a. CSA 50 Election
 - i. Election is wrapping up by the end of the week – submission deadline is April 30. April 30 at 5:01pm the tabulation will begin at the Elections Department and soon after, sometime next week the Statement of Vote and results will be made known
 - b. Pacheco Pass Water District Election
 - i. Deadline for Candidates to file is this Friday, April 30. Based on the Number of Candidates, this determines if there is an election. Three positions are up if more than three candidates file then there will be an election and further information will follow for the Pacheco Pass Water District residents.
 - ii. This is a landowner election and votes are based on the amount of land that is owned by each landowner, each vote is weighed at different amounts
 - c. San Benito County Redistricting
 - i. Redistricting website is up and running – did a walk-through of the website
 1. The RFQ for interested demographers is due by this Friday April 30, 2021
 2. The “Communities of Interest Worksheet” will be up for community members to submit by the end of this week, early next week
2. Re-Introduction to the Group
 - i. Francisco presented the new Mission, Vision, Strategy, Values and Members Document
 - ii. Angela asked for it to be emailed to offer more suggestions/edits
 - iii. The document can be changed as the membership sees fit
 - iv. Final approval for next meeting but can return to offer changes at a later time
- b. Mission Statement & Origins of Elections Advisory Group
- c. Restructuring of Group

- i. Public Outreach and Media Communication
- ii. Elections Staff Monthly Report
- iii. Community Membership
- iv. Language Accessibility Advisory Committee (LAAC)
 - 1. Suggested to reach out to LULAC to have their input and have students in this Group
 - 2. Mentioned that all documents for Redistricting are being translated and provided to the public
- v. Voting Accessibility Advisory Committee (VAAC)
 - 1. Reach out to SOS to have their committee members to review the website to ensure we are complying

2. Open Discussion

ADJOURNMENT

NEXT REGULAR MEETING DATE: June 29, 5:15 p.m.

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023

And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-committee/agendas/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.

The following image was used on social media to advertise the Notice of Public Meeting for June 11, 2021:




San Benito County
Departamento de Elecciones

Aviso de Convocatoria Publica

Tema: Grupo Consultivo de Elecciones
Hora: Viernes, 11 de junio, 2021, 5:15 PM PST

Para recibir acceso a la junta favor de mandar un correo electronico a sbcvote@cosb.us para solicitar la informacion de Zoom. Gracias.



San Benito County
Elections Department

Notice of Public Meeting

Topic: Elections Advisory Group
Time: Friday, June 11, 2021, 5:15 PM PST

In order to access the meeting please send an email to sbcvote@cosb.us to request zoom information. Thank you.

The following pages include the agenda related to this committee:

**ELECTION ADVISORY GROUP
Special Meeting**



**NOTICE OF PUBLIC MEETING:
June 11, 2021, at 5:15 p.m.**

Virtual Meeting request via email sbcvote@cosb.us

The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

1. Call to Order –
2. Introductions –
3. Corrections to Agenda -

DISCUSSION

1. Introduction to Voter's Choice Act (VCA)
 - a. History Background
 - i. Voting Locations and 2020 VCA-like
 - ii. 2022
 - b. Drop Boxes – locations and reasoning
 - c. Outreach
2. Language Accessibility Advisory Committee (LAAC)
 - a. Under VCA
 - b. Members of the public may address the Commission on LACC items
3. Voting Accessibility Advisory Committee (VAAC)
 - a. Under VCA
 - b. Members of the public may address the Commission on VAAC items

ADJOURNMENT

NEXT REGULAR MEETING DATE: Tuesday, June 29, 2021.

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023
And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.

The following pages include the minutes related to this committee:

**ELECTION ADVISORY GROUP
Special Meeting**



**NOTICE OF PUBLIC MEETING:
June 11, 2021, at 5:15 p.m.**

Virtual Meeting request via email sbcvote@cosb.us

The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

1. Call to Order – 5:18pm
2. Introductions – around the zoom screens introductions
3. Corrections to Agenda - none

DISCUSSION

1. Introduction to Voter's Choice Act (VCA)
 - a. History Background
 - i. Voting Locations and 2020 VCA-like
 1. We explained the reason the San Benito Elections department was able to use the VCA like model
 - a. Several participants expressed that they liked the model because they could go to any location to vote or drop off ballots
 - b. It was a different way of voting with the extended days and they thought it was only because of COVID.
 - c. This might help keep voter participation up
 - ii. 2022
 1. The elections that are coming up are November 2021, June 2022, November 2022.
 2. We plan on VCA model for San Benito moving forward and the following is our plan.
 - b. Drop Boxes – locations and reasoning
 - i. There will be six ballot drop off locations in San Benito County. All ballot drop off locations will be open 29 days before the election through Election Day. All ballot drop off locations will be open normal business hours at the least. The 24-hour ballot drop off locations will close 8 p.m. on Election Day. Exact times of each drop off location's operations will be posted on the San Benito County elections webpage at SBCVote.us and included in the San Benito County Voter Information Guide.

	Days Open	Hours Available	Election Day hours	In place	Notes	Public Transit
Election Office, Winn Alley	29	24 hours	Until 8 PM	2016	Drive Through & ADA	Bus Route

Community Food Bank of San Benito County	29	24 hours	Until 8 PM	2020	Walk-up	Bus Route
Hollister Super, Su Super Mercado	29	24 hours	Until 8 PM	2020	Walk-up & ADA	Bus Route
City of Hollister Fire Station #2	29	24 hours	Until 8 PM	2020	Walk-up	Dial-A-Ride
Ridgemark Golf Club & Resort Office	29	24 hours	Until 8 PM	2020	Drive Through & ADA	Dial-A-Ride
Windmill Market, San Juan Bautista	29	24 hours	Until 8 PM	2020	Drive Through	Dial-A-Ride

1. Attendees shared that the locations work as a quick way to vote and to encourage others to vote
2. Each location has enough space for at least two cars to be passing by/parking and anyone else walking up

b. Outreach

i. Media – printed and online

1. San Benito County does not have any media outlets that are specific to the Spanish speaking population. The San Benito County Elections Office consulted with the public and the San Benito County LAAC to establish a list of community partners that can assist with educating the Spanish speaking communities in San Benito 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 San Benito County Elections Office has and will recommend including material in emails, newsletters, and 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 (877) 777-4017 hotline will be posted in Spanish in BenitoLink and Freelance Newspaper.
 - a. LAAC should do greater outreach to spread the word every few months, especially before an election
 - b. BenitoLink is accessible to the San Benito County Community and is free
 - c. Freelance is not as widespread but our older population does receive the newspaper at their home

- a. Reaching out to nonprofits and their regular meetings can help
- 2. Language Accessibility Advisory Committee (LAAC)
 - a. Under VCA
 - i. All LAAC items will be brought forward and discussed during the Election Advisory Group meetings
 - ii. Election advisory group is committed and will bring to each meeting a new topic of discussion on the needs of the Spanish speaking community and engaging with more outreach
 - iii. Radio stations in the area that target the Spanish speaking community include Radio Bonita and Tricolor
 - b. Members of the public may address the Commission on LACC items
 - i. None at this moment
- 3. Voting Accessibility Advisory Committee (VAAC)
 - i. The Group will try to bring forward different any issues that are around voter accessibility.
 - ii. The Group will invite people with accessibility needs to come forward with questions and/or concerns
- b. Under VCA
 - i. This practice will continue as before and will make an extra effort to recruit and retain members with language and accessibility
 - c. Members of the public may address the Commission on VAAC items
 - i. None at this moment

ADJOURNMENT 7:09pm

NEXT REGULAR MEETING DATE: Tuesday, June 29, 2021.

Meeting materials are available for public inspection at:

San Benito County Elections Department


440 5th Street, Room 206, Hollister, CA 95023

And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.

The following image was used on social media to advertise the Notice of Public Meeting & Voter Education Workshop for June 29, 2021:

San Benito County
Elections Department



Notice of Public Meeting & Voter Education Workshop

Topic: Elections Advisory Group & Workshop
Time: Tuesday, June 29, 2021, 5:15 PM PST

In order to access the meeting please send an email to sbcvote@cosb.us to request zoom information. Thank you.

San Benito County
Departamento de Elecciones



Aviso de Convocatoria Publica

Tema: Grupo Consultivo de Elecciones
Hora: Martes, 29 de junio, 2021, 5:15 PM PST

Para recibir acceso a la junta favor de mandar un correo electronico a sbcvote@cosb.us para solicitar la informacion de Zoom. Gracias.

The following pages include the agenda related to this committee:

**ELECTION ADVISORY GROUP
&
VOTER EDUCATION WORKSHOP**



**NOTICE OF PUBLIC MEETING:
June 29, 2021, at 5:15 p.m.**

Virtual Meeting request via email sbcvote@cosb.us

The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

1. Call to Order
2. Introductions
3. Corrections to Agenda

DISCUSSION

1. Potential Recall 2021
2. Voter's Choice Act (VCA)
 - a. Edited Election Administration Plan
 - i. Voting Locations and 2020 VCA-like
 - ii. 2022
 - b. Drop Boxes – locations and reasoning
 - c. Outreach
 - i. Media – printed and online
3. Language Accessibility Advisory Committee (LAAC)
 - a. Under VCA
 - b. Members of the public may address the Commission on LACC items
4. Voting Accessibility Advisory Committee (VAAC)
 - a. Under VCA
 - b. Members of the public may address the Commission on VAAC items

VOTER EDUCATION WORKSHOP

1. Voter Registration
 - a. Same Day Registration, UOCAVA, RAVBM
2. Outreach
 - a. Billboard, bus stops, and community events
3. 2022 Upcoming Elections – VCA
4. Senate Bill 152- alternative voting method for 2021 Governor Recall

ADJOURNMENT

NEXT REGULAR MEETING DATE: Tuesday, August 31, 2021.

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023
And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The following pages include the minutes related to this committee:

**ELECTION ADVISORY GROUP
&
VOTER EDUCATION WORKSHOP**



**NOTICE OF PUBLIC MEETING:
June 29, 2021, at 5:15 p.m.**

Virtual Meeting request via email sbcvote@cosb.us

The meeting starts at 5:15 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

1. Call to Order – 5:18 pm
2. Introductions – all zoom attendees introductions and welcome from Ana (Senior Clerk) and Francisco (Assistant County Clerk)
3. Corrections to Agenda - none

DISCUSSION

1. Potential Recall 2021 – Recall efforts have collected enough signatures to on to the next steps, review period, those that signed have opportunity to remove name, review by SOS and potential call of Recall Election by lieutenant Governor, there is not date at this time
2. Voter's Choice Act (VCA) – Review plan and to offer and opportunity for participants to comment on the Plan
 - a. Edited Election Administration Plan – edits were made to reflect the wishes of the public including a voting location closer to North County and more outreach opportunities listed
 - i. Voting Locations and 2020 VCA-like
 1. Voting locations on this Plan includes Election Office, Armory (CHANGE), Sunnyslope Water District (CHANGE), and San Juan Bautista – covering all county areas that were brought up last meeting
 2. VCA-like was conducted in November 2020. This is how our Elections will be conducted, there are a few differences such as 2 vote centers being open beginning 10 days before Election Day and increase of outreach
 - ii. 2022
 1. The June Primary will be here soon, and we are ready with our Plan
 2. November Election will allow us to conduct under the Plan and stay consistent with all voters in the County
 - b. Drop Boxes – locations and reasoning
 - i. There have not changed as they are cemented down. Total of 5 cemented down. Additional movable (with wheels) drop boxes will be placed in locations where move voters will have the opportunity to use the boxes.
 - ii. These locations can change from Election to Election, and it will be based on the needs of the voters and as patterns develop in the County
 - c. Outreach
 - i. Media – printed and online
 1. BenitoLink representatives (reporter) have contacted us on doing a story every election on the location of vote centers and drop boxes

1. Will post on social media more information of the planned outreach including each website update and mailer that we mail out so that voters can be on the lookout for these.
2. Language Accessibility Advisory Committee (LAAC)
 - a. Under VCA
 - i. Still accepting any and all LAAC items under VCA during this meeting and during future meetings, members and attendees of this meeting are encouraged to gather input from the community and to invite community members to participate in this meeting
 - b. Members of the public may address the Commission on LACC items
 - i. None at this time
3. Voting Accessibility Advisory Committee (VAAC)
 - a. Under VCA
 - i. Still accepting any and all LAAC items under LAAC during this meeting and during future meetings, members and attendees of this meeting are encouraged to gather input from the community and to invite community members to participate in this meeting
 - b. Members of the public may address the Commission on VAAC items
 - i. None at this time

VOTER EDUCATION WORKSHOP

1. Voter Registration
 - a. Same Day Registration, UOCAVA, RAVBM
 - i. Reviewed the paper voter registration card
 - ii. Displayed a Same Day Registration envelope and explained different situations why voters would use this method of registration (recent move to the county, having an out of county address, and recently moved to the state of CA)
 - iii. UOCAVA explanation- those serving in the military are able to register to vote in the county they last lived and using a previous address (parents, friends, etc.).
 1. Family members are eligible and encouraged to apply
 - iv. RAVBM explanation- this is a method of registration that allows access to your ballot remotely. This is a way for voters to have another option to access their ballot from any location and submitted to the Elections Department in different ways including fax
2. Outreach
 - a. Billboard, bus stops, and community events
 - i. The Elections Department uses several different outlets for outreach to inform and disseminate the information to our voters.
 - ii. These outreach efforts include – social media (Facebook is widely used in San Benito county), word of mouth (we will present information at public meetings and other gatherings in order to reach a great audience and potential new registered voters), County office/meetings/events (we are open to the public and we will attend public meetings as needed to inform attendees of upcoming events for our department and any other county events)
3. 2022 Upcoming Elections – VCA
 - a. Voter's Rights Act of 1965 and CA 2002 Voting Rights Act and Voter's Choice Act
 - i. No discrimination when it comes to voting and all must have accessibility to vote
 - ii. Offers options to the way you can place your vote.

- i. The move to use the way of administration an Election under the Voter's Choice Act was due to the need and want to provide for all voters and allow for greater feedback to and from voters
 - ii. Voters will now have more options and will be more informed than ever before
 - iii. Activity – where can I place my voter under VCA? – shared different place and ways to complete vote
- 2. Senate Bill 152- alternative voting method for 2021 Governor Recall
 - a. There is always legislation on how to administer Elections or how there might be a change in the way Elections are ran
 - b. Senate Bill 152 is currently being discussed as they way to administer Elections for the remainder of the year, through January 1, 2022.
 - c. The Bill would allow for different methods of administration including VCA-like that we used in November 2020
 - d. Still pending approval but this will most likely be how we run the Recall Election once it is called – we do not have a Recall date but know that it will occur before the end of the year.

ADJOURNMENT 7:43pm

NEXT REGULAR MEETING DATE: Tuesday, August 31, 2021.

Meeting materials are available for public inspection at:

San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023

And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.

The following image was used on social media to advertise the Notice of Public Meetings for October 28, 2021:

**San Benito County
Elections Department**



Notice of Public Meetings

**Voting Accessibility Advisory Committee Meeting
Thursday, October 28, 2021, 3:00 PM PST**

**Language Accessibility Advisory Committee Meeting
Thursday, October 28, 2021, 5:00 PM PST**

In order to access meetings please send an email to sbcvote@cosb.us to request zoom information.
Thank you.

**Departamento de Elecciones
del Condado de San Benito**



Aviso de reuniones públicas

**Reunión del Comité Asesor de Accesibilidad al Voto
jueves, 28 de octubre del 2021, 3:00 PM PST**

**Reunión del Comité Asesor de Accesibilidad Lingüística
jueves, 28 de octubre del 2021, 5:00 PM PST**

Para recibir acceso a la junta favor de mandar un correo electrónico a sbcvote@cosb.us para solicitar la información de Zoom. Gracias.

The following pages include the minutes related to these committee VAAC:



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

ELECTIONS VOTING ACCESSIBILITY ADVISORY COMMITTEE

October 28, 2021, at 3:00 p.m.

Virtual Meeting Information
Meeting ID 839 5227 2904
Passcode 445897



The meeting starts at 3:00 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

CALL TO ORDER 3:00 p.m.

1. Introductions - around the room (in person attendees introductions and Zoom attendees' introductions)
2. Corrections to Agenda – no corrections to the agenda

OLD BUSINESS

NEW BUSINESS

1. Elections Staff Monthly Report
 - a. **Recall Election** – Election occurred on Tuesday September 14, 2021. We were a VCA like County and had 4 Vote Centers open for 4 days and 6 drop boxes open for 29 days for Vote by Mail returns. Mr. Heckman added that he saw greater outreach to the disability community, and he was happy to be part of it.
 - b. **City of Hollister District 3 Municipal Election** – Election will be on Tuesday November 2, 2021. This election is only for District 3 of the City of Hollister, there are about 5,200 Voter Kits to homes. Vote Center will be open from Saturday, October 30 to Monday, November 1 from 8am to 5pm and Tuesday, November 2, 2021, from 7am to 8pm.
 - c. **San Benito County Redistricting** - County Clerk, our elected official Joe Paul Gonzalez was assigned by the Board of Supervisors to lead the process. We have several Town Hall for the community and two public hearings. Draft maps will be available next week. Final maps will be approved by Board of Supervisors at the December 14, 2021, Board meeting.
 - d. **June 8, 2022, Election** – Election seems far but is close to starting
 - i. **Voter's Choice Act (VCA) implementation** – gathering feedback on best way to implement and teach our community of the different opportunities to vote
2. **Voting Accessibility Advisory**- Thank you for joining us today, we asked you all here so we could learn more about each other and share additional resources for a more inclusive and voting San Benito County
 - a. **Mission Statement & Origins of Elections Advisory Group** (F. Diaz)
The Origins of the Election Advisory Group occurred several years ago with a DOJ decree. The Advisory Group usually included language accessibility and voting accessibility, however, at this moment and based on recommendations from Disability Rights California, we are splitting up the Advisory Group so we can have a conversation on the needs of Language Accessibility and Voting accessibility.



Departamento de Elecciones del Condado de San Benito

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636-2939

b. Restructuring of Advisory Group – Feedback gathering session

- i. Public Outreach and Media Communication
 1. VCA implementation and recommendation on proper notifications
 - a. Hope Services (Chantell, Jacqueline)
 - i. Resources to the community always help
Digital model helps but hard paper copies help
communicate and as a reminder, for example, on the
refrigerator.
 - ii. Presentations help too so that you (Election staff) go to
those that may need the services- our office is available
 - iii. Any flyer or handout to take home that is given to the
public in a timely manner to help them make decisions
 - iv. Volunteer opportunities help the community embed
themselves
 - v. Display on San Benito Street or any other highly visual
public spaces
 - b. County Express (Regina)
 - i. Having things available and partnering with others helps
get the information out
 - ii. Tabling at different and highly frequented areas helps
such as Hollister Super
 - c. Mr. Heckman
 - i. Video announcements help that way we can see things,
this also should include a voice description and closed
captions
 - ii. Having tactile and braille options would be great to have
 - iii. The community youth always have so much energy they
can help share information
 - d. Disability Rights California (Karie)
 - i. Having tangible items is important
 - ii. Voting hotline is available and shareable with Disability
Rights California
 - iii. Enhance the San Benito County Elections website for
full complicity of accessibility
 - iv. Continue working with fellow partners to meet the local
needs
 2. Community Membership and Engagement – feedback gathering
 1. Who is missing at the table now and how do we fully engage them to
participate in voting accessibility? VCA implementation
 - a. Hope Services – has a session for their clients where they
coordinate to help fill out the ballot and go over candidates and
measures
 - i. Election Department asked to join this session to help
and answer and outstanding questions for voting by Vote
by Mail or in-person
 - b. It was recommended to invite the following organizations:
School Districts, High school SPED program, Deaf and Hard of
Hearing service Center (Mr. Heckman has contact information),



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636-2939

Veteran Center, Food Bank, Homelessness Committee at Health and Human Services

- c. Gavilan College Classroom and Hope services have a partnership – Chantell would provide additional information to the Election Department with details

3. Open Discussion

- a. Hope Services: Thank you for the invitation, we would like to have the Election Department participate with us in any way possible and if available have our clients work at the Election office
- b. Sharing Contact information – all attendees were open to having Election Department share contact information to all attendees

ADJOURNMENT 3:45 p.m.

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023

And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.



Departamento de Elecciones del Condado de San Benito

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

GRUPO CONSULTIVO DE ELECCIONES 28 de octubre, 2021 a 3:00 p.m.



Información de Junta Virtual
Identificación de Junta 839 5227 2904
Código 445897208871

La junta comienza a 3:00 p.m. con el primer tema y con siguientes temas en orden consecutiva al menos que sea notado, al contrario.

LLAMADA A ORDEN

1. Introducciones- en la sala (presentaciones de los asistentes en persona y presentaciones de los asistentes de Zoom)
2. Correcciones a la agenda- sin correcciones a la agenda

NOGOCIOS VIEJOS

NEGOCIOS NUEVOS

1. Reporte del Mes del Personal de Elecciones
 - a. **Elección de destitución del Gobernador de California:** la elección tuvo lugar el martes 14 de septiembre de 2021. Éramos un condado "VCA-like" (copiando condados de VCA) y teníamos 4 centros de votación abiertos durante 4 días y 6 buzones abiertos durante 29 días para devoluciones de Voto por correo. El Sr. Heckman agregó que vio un mayor alcance a la comunidad de discapacitados y que estaba feliz de ser parte de él.
 - b. **Elección de Municipio Distrito 3 de la Ciudad de Hollister:** La elección será el martes 2 de noviembre de 2021. Esta elección es solo para el Distrito 3 de la ciudad de Hollister, hay alrededor de 5,200 kits de votantes en los hogares. El Centro de votación estará abierto desde el sábado 30 de octubre hasta el lunes 1 de noviembre de 8 a. M. A 5 p.m. y el martes 2 de noviembre de 2021, de 7 a.m. A 8 p.m.
 - c. **Redistribución de Distritos del Condado de San Benito:** Secretario del condado, nuestro funcionario electo Joe Paul González fue asignado por la Junta de Supervisores para liderar el proceso. Contamos con varios Town Hall para la comunidad y dos audiencias públicas. Los borradores de mapas estarán disponibles la próxima semana. Los mapas finales serán aprobados por la Junta de Supervisores en la reunión de la Junta del 14 de diciembre de 2021.
 - d. **Elección de 8 de junio de 2022:** Las elecciones parecen lejanas, pero están cerca de comenzar
 - i. **Implementación de la Ley de Elección del Votante (VCA):** recopilar comentarios sobre la mejor manera de implementar y enseñar a nuestra comunidad las diferentes oportunidades para votar
2. **Re-Introducción al Grupo:** Gracias por acompañarnos hoy, les pedimos a todos que estuviéramos aquí para que pudiéramos aprender más unos de otros y compartir recursos adicionales para un Condado de San Benito más inclusivo y votante.
 - a. **Estado de la Misión Y orígenes del Grupo Consultivo de Elecciones:** Los orígenes del Grupo Asesor Electoral se produjeron hace varios años con un decreto del



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

Departamento de Justicia. El Grupo Asesor usualmente incluía accesibilidad al idioma y accesibilidad al voto, sin embargo, en este momento y en base a las recomendaciones de Disability Rights California, estamos dividiendo el Grupo Asesor para que podamos tener una conversación sobre las necesidades de Accesibilidad al Idioma y Accesibilidad al Voto.

b. Reestructuración del Grupo

ii. Difusión pública y comunicación con los medios

1. VCA y recomendación sobre notificaciones adecuadas
 - a. Hope Services (Chantell, Jacqueline)
 - i. Los recursos para la comunidad siempre ayudan
El modelo digital ayuda, pero las copias impresas en papel ayudan a comunicarse y como recordatorio, por ejemplo, en el refrigerador.
 - ii. Las presentaciones también ayudan para que usted (personal electoral) vaya a aquellos que puedan necesitar los servicios; nuestra oficina está disponible
 - iii. Cualquier volante o folleto para llevar a casa que se entregue al público de manera oportuna para ayudarlos a tomar decisiones.
 - iv. Las oportunidades de voluntariado ayudan a la comunidad a integrarse
 - v. Exhibición en la calle San Benito o cualquier otro espacio público altamente visual
 - b. County Express (Regina)
 - i. Tener cosas disponibles y asociarse con otros ayuda a sacar la información
 - ii. Presentar en áreas diferentes y muy frecuentadas ayuda como Hollister Super
 - c. Sr. Heckman
 - i. Los anuncios en video ayudan a que podamos ver las cosas, esto también debe incluir una descripción de voz y subtítulos.
 - ii. Sería genial tener opciones táctiles y braille.
 - iii. Los jóvenes de la comunidad siempre tienen tanta energía que pueden ayudar a compartir información.
 - d. Disability Rights California (Karie)
 - i. Tener elementos tangibles es importante
 - ii. La línea directa de votación está disponible y se puede compartir con Disability Rights California
 - iii. Mejorar el sitio web de las elecciones del condado de San Benito para una total complicidad de accesibilidad
 - iv. Continuar trabajando con otros socios para satisfacer las necesidades locales.

iii. Membresía de la comunidad y participación - recopilación de comentarios

1. ¿Quiénes faltan en la mesa ahora y cómo los involucramos plenamente para participar en la accesibilidad de la votación? Implementación de VCA



Departamento de Elecciones del Condado de San Benito

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

- a. Hope Services: tiene una sesión para sus clientes en la que se coordinan para ayudar a completar la boleta y revisar los candidatos y las medidas.
 - i. El Departamento de Elecciones solicitó unirse a esta sesión para ofrecer asistencia y responder preguntas pendientes para votar por Voto por Correo o en persona.
 - b. Se recomendó invitar a las siguientes organizaciones: Distritos escolares, programa SPED de la escuela secundaria, Centro de servicios para personas sordas y con problemas de audición (el Sr. Heckman tiene información de contacto), Centro de veteranos, Banco de alimentos, Comité para personas sin hogar en Salud y Servicios Humanos
 - c. Los servicios de Gavilan College Classroom y Hope tienen una asociación: Chantell proporcionaría información adicional al Departamento de Elecciones con detalles
4. Discusión Abierta
- a. Hope Services: Gracias por la invitación, nos gustaría que el Departamento de Elecciones participe con nosotros de cualquier manera posible y, si está disponible, que nuestros clientes trabajen en la oficina de Elecciones.
 - b. Compartir información de contacto: todos los asistentes estaban abiertos a que el Departamento de Elecciones compartiera la información de contacto con todos los asistentes.

APLAZAMIENTO 3:45pm

Material de la junta publica está disponible en:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023

Y en línea en: <http://sbcvote.us/register-of-voters/elections-advisory-group/>

El Condado de San Benito no discrimina por motivos de discapacidad y a ninguna persona se le negarán los beneficios de sus servicios, programas o actividades por motivo de una discapacidad. Si desea asistir a la reunión y necesitará asistencia especial para participar, comuníquese con la Oficina de Elecciones al (831) 636-4016 al menos 72 horas antes de la reunión para hacer los arreglos necesarios. Las personas con discapacidades pueden solicitar una copia de la agenda en un formato alternativo.

The following pages include the minutes related to these committee LAAC:



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

ELECTIONS LANGUAGE ACCESSIBILITY ADVISORY COMMITTEE

October 28, 2021 at 5:00 p.m.



Virtual Meeting Information
Meeting ID 839 5227 2904
Passcode 445897

The meeting starts at 5:00 p.m. with the first item and proceeds through the items in consecutive order unless otherwise noted

CALL TO ORDER 5:02 pm

1. Introductions - around the room (in person attendees introductions and Zoom attendees' introductions)
2. Corrections to Agenda – no corrections to the agenda

OLD BUSINESS

NEW BUSINESS

1. Elections Staff Monthly Report
 - a. **Recall Election** – Election occurred on Tuesday September 14, 2021. We were a VCA like County and had 4 Vote Centers open for 4 days and 6 drop boxes open for 29 days for Vote by Mail returns.
 - b. **City of Hollister District 3 Municipal Election** – Election will be on Tuesday November 2, 2021. This election is only for District 3 of the City of Hollister, there are about 5,200 Voter Kits to homes. Vote Center will be open from Saturday, October 30 to Monday, November 1 from 8am to 5pm and Tuesday, November 2, 2021, from 7am to 8pm.
 - c. **San Benito County Redistricting** - County Clerk, our elected official Joe Paul Gonzalez was assigned by the Board of Supervisors to lead the process. We have several Town Hall for the community and two public hearings. Draft maps will be available next week. Final maps will be approved by Board of Supervisors at the December 14, 2021, Board meeting.
 - d. **June 8, 2022, Election** – Election seems far but is close to starting
 - i. **Voter's Choice Act (VCA) implementation** – gathering feedback on best way to implement and teach our community of the different opportunities to vote
2. **Voting Accessibility Advisory** - Thank you for joining us today, we asked you all here so we could learn more about each other and share additional resources for a more inclusive and voting San Benito County
 - a. **Mission Statement & Origins of Elections Advisory Group** (F. Diaz)

The Origins of the Election Advisory Group occurred several years ago with a DOJ decree. The Advisory Group usually included language accessibility and voting accessibility, however, at this moment and based on recommendations from Disability Rights California, we are splitting up the Advisory Group so we can have a conversation on the needs of Language Accessibility and Voting accessibility.
 - b. **Restructuring of Advisory Group - Feedback gathering session**



Departamento de Elecciones del Condado de San Benito

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

- i. Public Outreach and Media Communication
 1. VCA implementation and recommendation on proper notifications
 - a. LULAC
 - i. Resources have been translated into Spanish and we have been invited to participate each time throughout Election periods, so we are pleased with the process
 - ii. We continue to have your presentations at your meetings so we can stay informed
 - ii. Community Membership and Engagement – feedback gathering
 1. Who is missing at the table now and how do we fully engage them to participate in voting accessibility? VCA implementation
 - a. LULAC – youth, elderly, veterans
 - i. The students need to stay constantly involved in the development of outreach since they are the next generation
 - ii. More community members that speak English and Spanish and can tell us trends or needs of the community
3. Open Discussion
 - a.

ADJOURNMENT 5:30 pm

Meeting materials are available for public inspection at:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023
And online at: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

The County of San Benito does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend the meeting and will require special assistance in order to participate, please contact Elections Office at (831) 636-4016 at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternate format.



San Benito County Elections Department

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

GRUPO CONSULTIVO DE ELECCIONES 28 de octubre, 2021 a 5:00 p.m.



Información de Junta Virtual
Identificación de Junta 839 5227 2904
Código 445897208871

La junta comienza a 5:00 p.m. con el primer tema y con siguientes temas en orden consecutiva al menos que sea notado, al contrario.

LLAMADA A ORDEN

1. Introducciones
2. Correcciones a la agenda

NOGOCIOS VIEJOS

NEGOCIOS NUEVOS

1. Reporte del Mes del Personal de Elecciones

- a. **Elección de destitución del Gobernador de California:** la elección tuvo lugar el martes 14 de septiembre de 2021. Éramos un condado "VCA-like" (copiando condados de VCA) y teníamos 4 centros de votación abiertos durante 4 días y 6 buzones abiertos durante 29 días para devoluciones de Voto por correo. El Sr. Heckman agregó que vio un mayor alcance a la comunidad de discapacitados y que estaba feliz de ser parte de él.
- b. **Elección de Municipio Distrito 3 de la Ciudad de Hollister:** La elección será el martes 2 de noviembre de 2021. Esta elección es solo para el Distrito 3 de la ciudad de Hollister, hay alrededor de 5,200 kits de votantes en los hogares. El Centro de votación estará abierto desde el sábado 30 de octubre hasta el lunes 1 de noviembre de 8 a. M. A 5 p.m. y el martes 2 de noviembre de 2021, de 7 a.m. A 8 p.m.
- c. **Redistribución de Distritos del Condado de San Benito:** Secretario del condado, nuestro funcionario electo Joe Paul González fue asignado por la Junta de Supervisores para liderar el proceso. Contamos con varios Town Hall para la comunidad y dos audiencias públicas. Los borradores de mapas estarán disponibles la próxima semana. Los mapas finales serán aprobados por la Junta de Supervisores en la reunión de la Junta del 14 de diciembre de 2021.
- d. **Elección de 8 de junio de 2022:** Las elecciones parecen lejanas, pero están cerca de comenzar
 - i. **Implementación de la Ley de Elección del Votante (VCA):** recopilar comentarios sobre la mejor manera de implementar y enseñar a nuestra comunidad las diferentes oportunidades para votar

2. **Re-Introducción al Grupo:** Gracias por acompañarnos hoy, les pedimos a todos que estuviéramos aquí para que pudiéramos aprender más unos de otros y compartir recursos adicionales para un Condado de San Benito más inclusivo y votante.



Departamento de Elecciones del Condado de San Benito

440 5th Street, Room 206, Hollister, CA 95023
Phone: (831) 636-4016 Fax: (831) 636- 2939

- b. **Estado de la Misión Y orígenes del Grupo Consultivo de Elecciones:** Los orígenes del Grupo Asesor Electoral se produjeron hace varios años con un decreto del Departamento de Justicia. El Grupo Asesor usualmente incluía accesibilidad al idioma y accesibilidad al voto, sin embargo, en este momento y en base a las recomendaciones de Disability Rights California, estamos dividiendo el Grupo Asesor para que podamos tener una conversación sobre las necesidades de Accesibilidad al Idioma y Accesibilidad al Voto.
- c. **Reestructuración del Grupo**
 - i. **Difusión pública y comunicación con los medios**
 - 1. VCA y recomendación sobre notificaciones adecuadas
 - a. LULAC
 - i. Los recursos se han traducido al español y se nos ha invitado a participar cada vez durante los periodos electorales, por lo que estamos satisfechos con el proceso.
 - ii. Seguimos teniendo sus presentaciones en sus reuniones para mantenernos informados
 - iii. Sería bueno compartir más sobre los materiales de la oficina electoral para poder distinguirlos de las campañas, para evitar confusiones.
 - ii. **Membresía de la comunidad y participación - recopilación de comentarios**
 - 1. ¿Quiénes faltan en la mesa ahora y cómo los involucramos plenamente para participar en la accesibilidad de la votación? Implementación de VCA
 - a. LULAC – Jóvenes, ancianos, veteranos
 - i. Los estudiantes deben estar constantemente involucrados en el desarrollo del alcance ya que son la próxima generación.
 - ii. Más miembros de la comunidad que hablen inglés y español y puedan contarnos las tendencias o necesidades de la comunidad.

3. Discusión Abierta

APLAZAMIENTO 5:30 pm

Material de la junta publica está disponible en:

San Benito County Elections Department
440 5th Street, Room 206, Hollister, CA 95023

Y en línea en: <http://sbcvote.us/registrar-of-voters/elections-advisory-group/>

El Condado de San Benito no discrimina por motivos de discapacidad y a ninguna persona se le negarán los beneficios de sus servicios, programas o actividades por motivo de una discapacidad. Si desea asistir a la reunión y necesitará asistencia especial para participar, comuníquese con la Oficina de Elecciones al (831) 636-4016 al menos 72 horas antes de la reunión para hacer los arreglos necesarios. Las personas con discapacidades pueden solicitar una copia de la agenda en un formato alternativo.

APPENDIX D

Vote Centers and ballot drop off locations were determined based on criteria listed in Elections Code EC §4005(a)(10)(B):

- (i) Vote center and ballot drop off location proximity to public transportation.
- (ii) Vote center and ballot drop off location proximity to communities with historically low vote by mail usage.
- (iii) Vote center and ballot drop off location proximity to population centers.
- (iv) Vote center and ballot drop off location proximity to language minority communities.
- (v) Vote center and ballot drop off location proximity to voters with disabilities.
- (vi) Vote center and ballot drop off location proximity to communities with low rates of household vehicle ownership.
- (vii) Vote center and ballot drop off location proximity to low-income communities.
- (viii) Vote center and ballot drop off location proximity to communities of eligible voters who are not registered to vote and may need access to same day voter registration.
- (ix) Vote center and ballot drop off location proximity to geographically isolated populations, including Native American reservations.
- (x) Access to accessible and free parking at vote centers and ballot drop off locations.
- (xi) The distance and time a voter must travel by car or public transportation to a vote center and ballot drop off location.
- (xii) The need for alternate methods for voters with disabilities for whom vote by mail ballots are not accessible to cast a ballot.
- (xiii) Traffic patterns near vote centers and ballot drop off locations.
- (xiv) The need for mobile vote centers in addition to the number of vote centers established pursuant to this section.
- (xv) Vote center location on a public or private university or college campus.

The most relevant criteria for selection of a vote center in San Benito County are the following: proximity to public transportation, proximity to communities with historically low vote by mail usage, proximity to population centers, proximity to language minority communities, proximity to voters with disabilities, proximity to communities with low rates of household vehicle ownership, and proximity to low-income communities.

All Vote Centers and ballot drop off locations will have accessible and free parking available.

Vote Center:

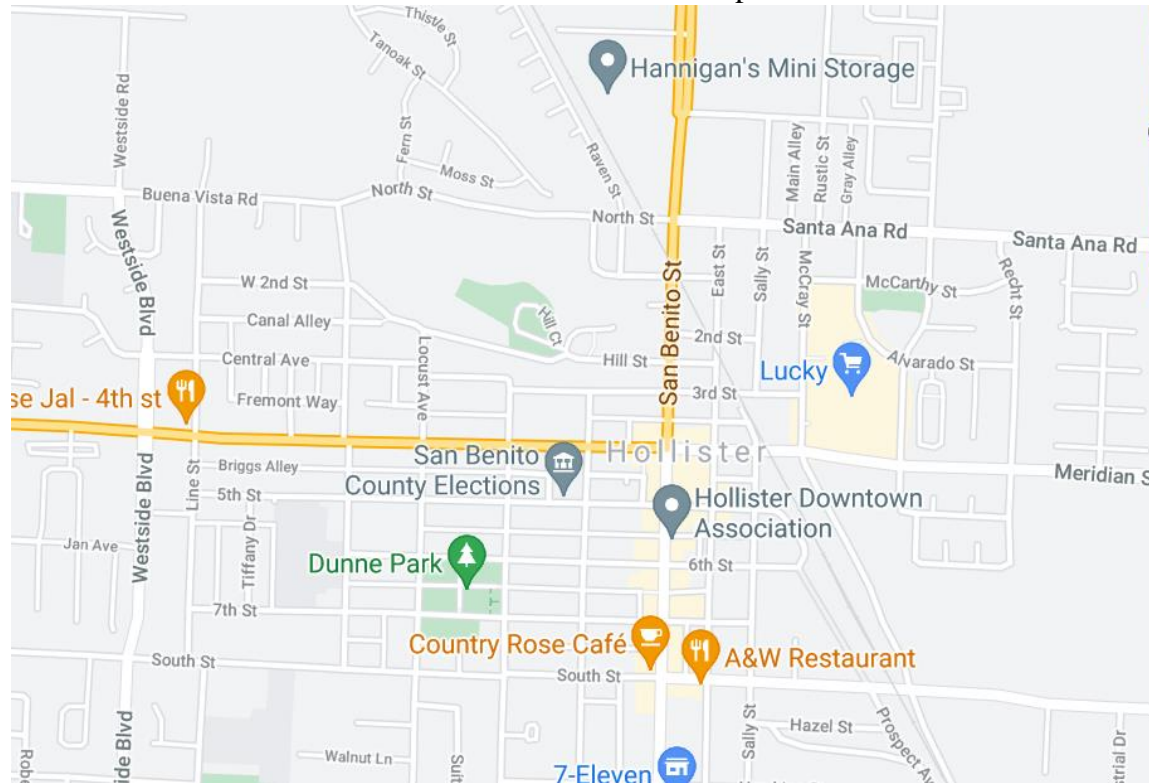
Hall of Records – Old Courthouse

Address:

440 5th Street, Room 101, Hollister, CA 95023

Access:

Dial-A-Ride & ADA Compliant



Rationale for this location:

This Vote Center is at an easily identifiable location for the entire community and would serve central Hollister. It is in the Hwy 156 a major traffic artery from Hwy 101 to the City of Hollister.

There is predominately low-income population with high density housing in the immediate area.

This area has a history of high turn-out and high-propensity of voters.

This location is near a regular bus route.

Vote Center:

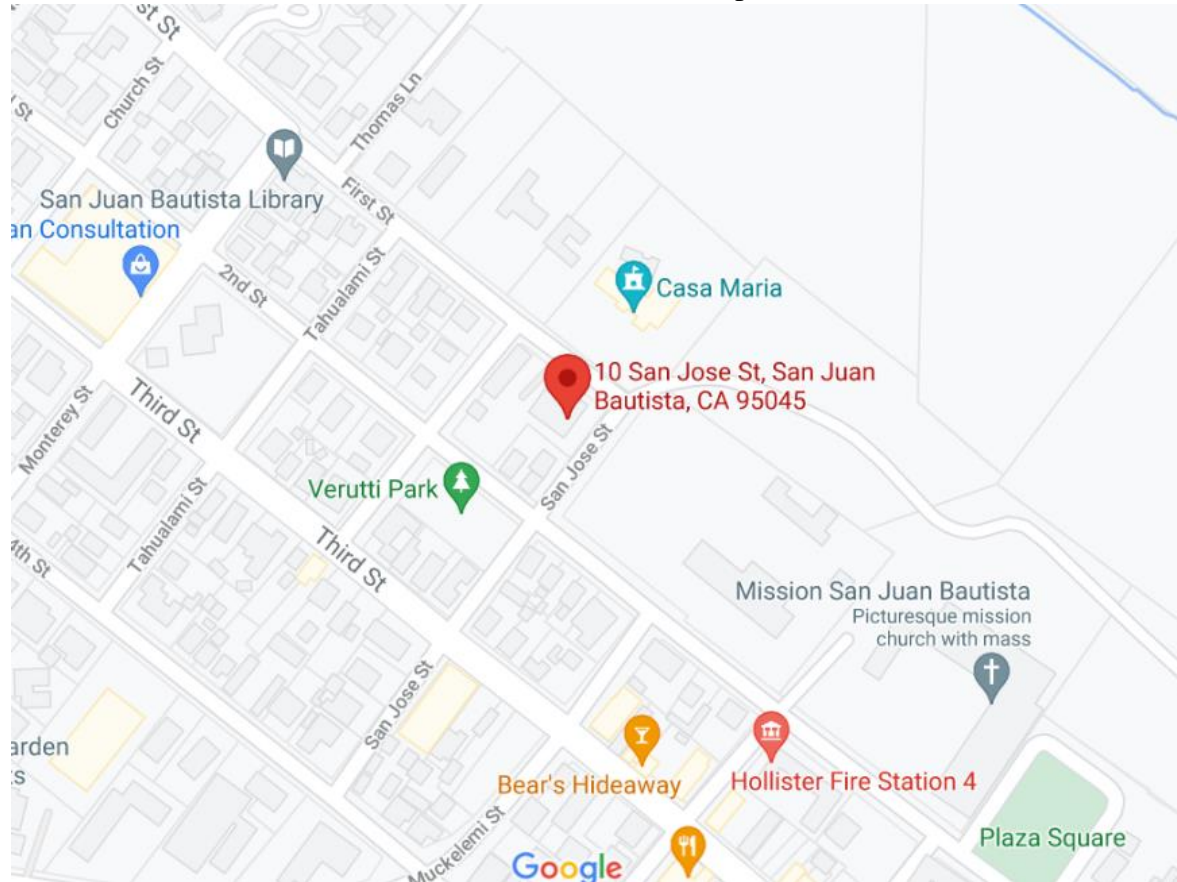
San Juan Bautista Community

Address:

10 San Jose Street, San Juan Bautista, CA 95045

Access:

Dial-A-Ride & ADA Compliant

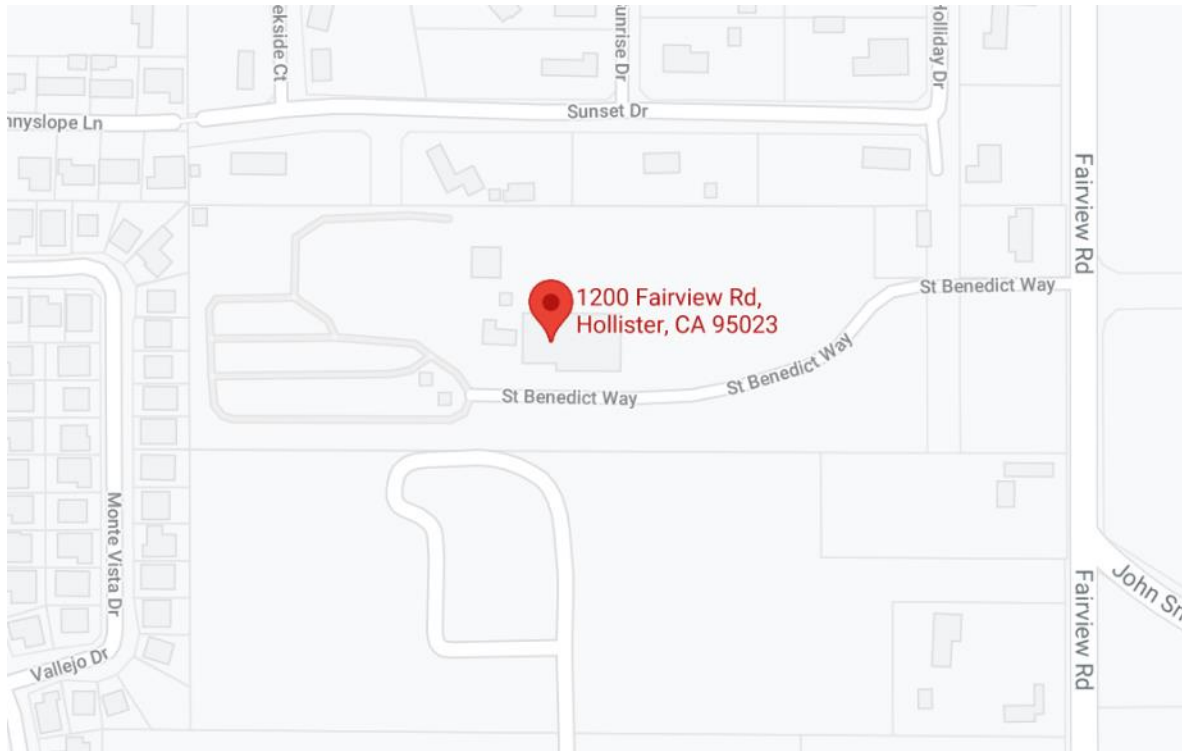


Rationale for this location:

This Vote Center is at an easily identifiable location for the entire community and would serve the San Juan Bautista and Aromas community.

There is predominately large senior community with medium-density housing in the immediate area.

Vote Center: **Saint Benedict Catholic Church**
Address: 1200 Fairview Road, Hollister, CA 95023
Access: Dial-A-Ride & ADA Compliant



Rationale for this location:

This Vote Center is at an easily identifiable location for the entire community and would serve eastern Hollister.

The location is accessible to communities in the southern part of the County of San Benito, including the townships of Tres Pinos, Paicines, Panoche, Bitterwater and rural areas of Cienega, and Coalinga.

This area has a history of high turn-out and high-propensity voters.

Vote Center:

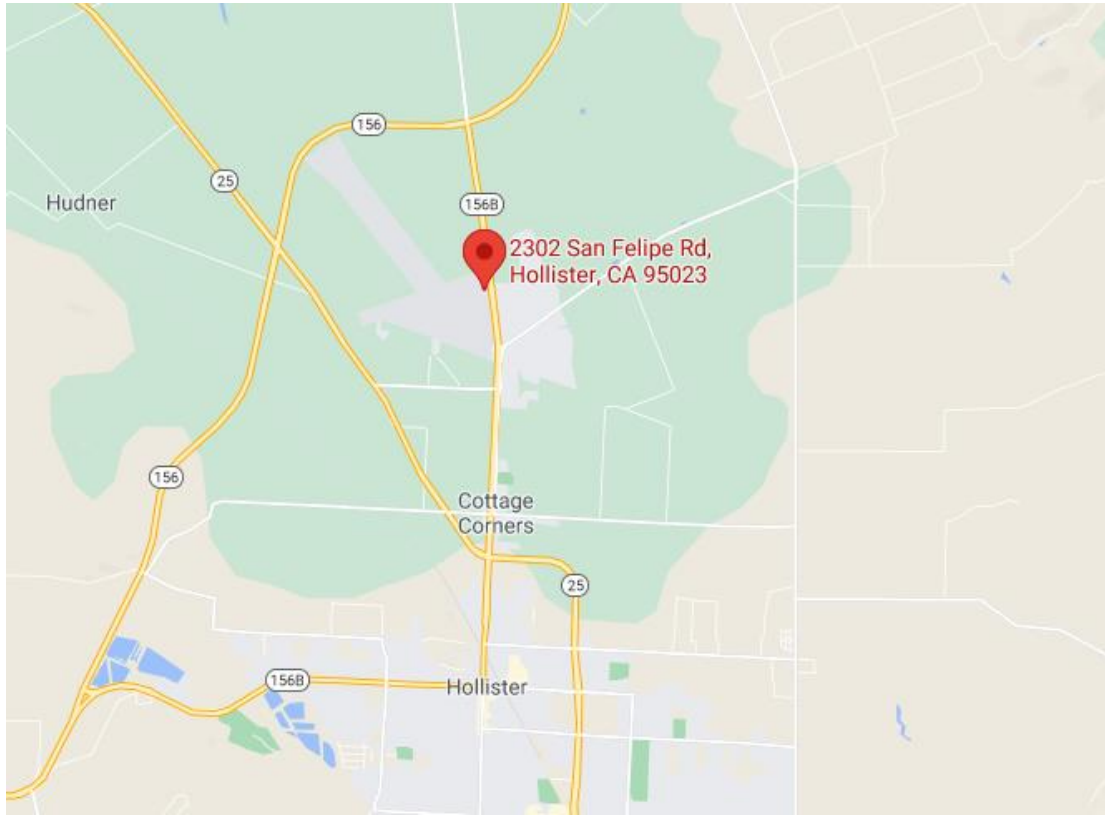
California National Guard Armory

Address:

2302 San Felipe Rd Hollister CA

Access:

Dial-A-Ride & ADA Compliant



Rationale for this location:

This Vote Center is at an easily identifiable location for the entire community and would serve north Hollister including rural areas and Dunneville area.

This voting location server a high volume of Bay Area commuters.

This area has a history of receiving high number of mail ballots.

Drop Boxes

The data used to consider the criteria for placement of ballot drop off locations was gathered from the election management system and the United States Census Bureau.

The most relevant criteria for placement of ballot drop off locations in San Benito County are the following: proximity to public transportation, proximity to communities with historically low vote by mail usage, proximity to population centers, proximity to language minority communities, proximity to voters with disabilities, proximity to communities with low rates of household vehicle ownership, and proximity to low-income communities. All Vote Centers and ballot drop off locations will have accessible and free parking available.

It has been determined that isolated communities, senior living communities, disability facilities, and mobile home parks would greatly benefit from having a drop box.

The following pages include maps of some of the criteria for which and ballot drop off locations were determined.

Drop Box: **Elections Office / Public Library**
Address: Winn Alley, Hollister CA 95023
Dates/Hours: 29 Days – 24 hours a day
Access: Drive Through & ADA Accessible



Rationale for this location:

This drop box has been in operation since 2016 and it has been growing in popularity with the voters. It is placed in a well-marked and well-lit alley between the County Library and the Elections Office.

There is predominately low-income population with high density housing in the immediate area. This area has a history of low turn-out and low-propensity of voters.

In downtown Hollister, alleys are named, marked by street signs, and are used frequently by the residents.

It is on a regular bus route.

Drop Box: **Ridgemark Golf Club & Resort Office**
Address: 3800 Airline Hwy, Hollister, CA 95023
Dates/Hours: 29 Days – 24 hours a day
Access: Drive Through & ADA Accessible



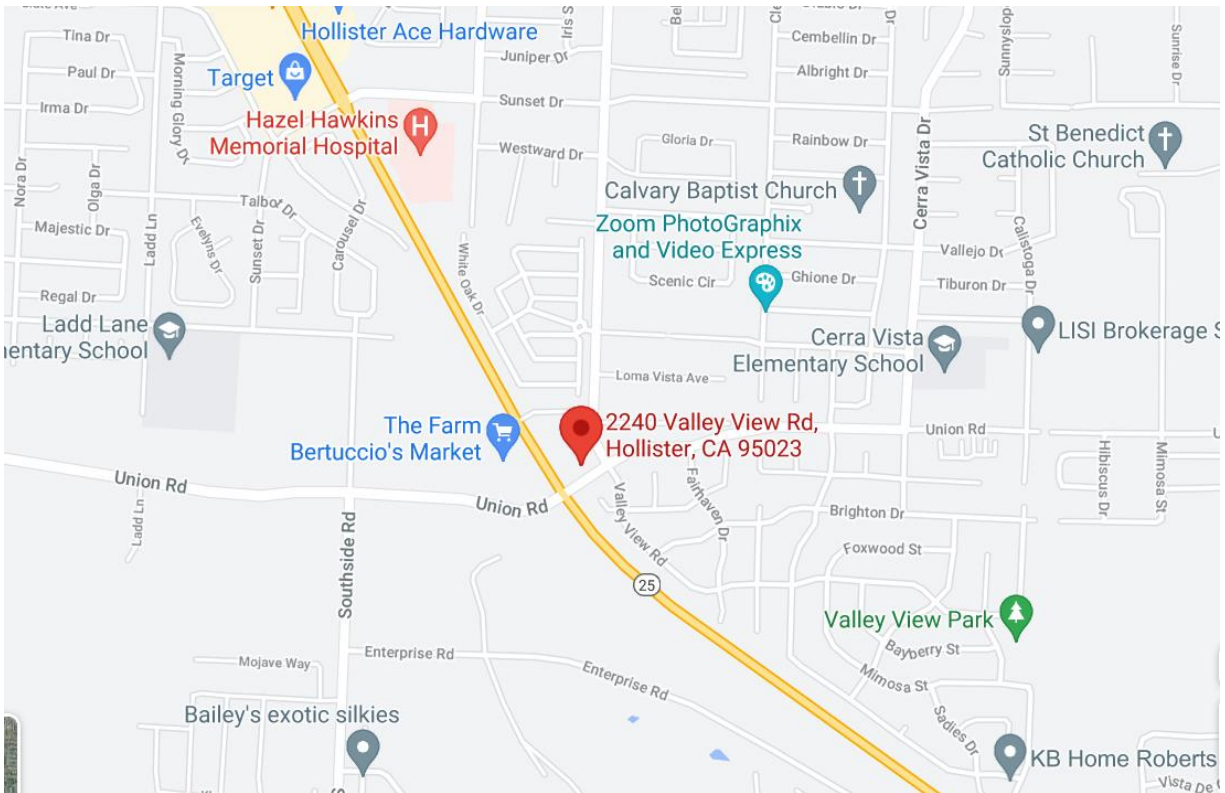
Rationale for this location:

This area has a history of high turn-out and high-propensity of voters. This drop box serves a large senior and unincorporated community.

The location of the drop box provides easy access to communities in the southern part of the County of San Benito, including the townships of Tres Pinos, Paicines, Panoche, and rural areas of Bitterwater, Cienega, and Colinga.

There is Public Transit available through Dial-a-Ride.

Drop Box: **City of Hollister Fire Station #2**
Address: 2240 Valley View Rd, Hollister, CA 95023
Dates/Hours: 29 Days – 24 hours a day
Access: Walk-up & ADA Accessible



Rationale for this location:

The greatest population growth of the County of San Benito is taking place in this area; approximately 1,000 single-family homes are scheduled to be built by late 2021.

This location is at a busy intersection of Union Road and Highway 25. This drop box serves a high volume of Bay Area commuters.

There is Public Transit is available through Dial-a-Ride.

Drop Box: **Community Food Bank of San Benito County**
Address: 1133 San Felipe Road, Hollister CA 95023
Dates/Hours: 29 Days – 24 hours a day
Access: Walk-up & ADA Accessible



Rationale for this location:

This drop box is in the front entrance of the Food Bank of San Benito County, and directly adjacent to the Community Homeless Solutions, Child Protective Services, Health and Human Services, and the low-income housing nonprofit Community Service Development Corporation

This location is on a regular bus route.

Drop Box: **Hollister Super, Super Mercado**
Address: 1280 San Juan Road, Hollister CA 95023
Dates/Hours: 29 Days – 24 hours a day
Access: Walk-up & ADA Accessible



Rationale for this location:

This supermarket is in a shopping center in a predominate Spanish speaking community in Hollister with high density housing in the immediate area. This area has a history of low turn-out and low-propensity of voters.

The drop box will also be adjacent to three senior living communities and a mobile home park.

The location is on a regular bus route.

The Drop Box is in the Hwy 156 a major traffic artery from Hwy 101 to the City of Hollister.

Drop Box: **Windmill Market – San Juan Bautista**
Address: 301 The Alameda, San Juan Bautista, CA 95045
Dates/Hours: 29 Days – 24 hours a day
Access: Drive Through



Rationale for this location:

This shopping center is a major hub of activity for the City of San Juan Bautista and the township of Aromas. The shopping location has the local post office, since there is no local mail delivery in San Juan Bautista, all the residents come to the post office to pick up their mail.

Public Transit is available through Dial-A-Ride.

Vote Centers & Drop Boxes Public Transportation

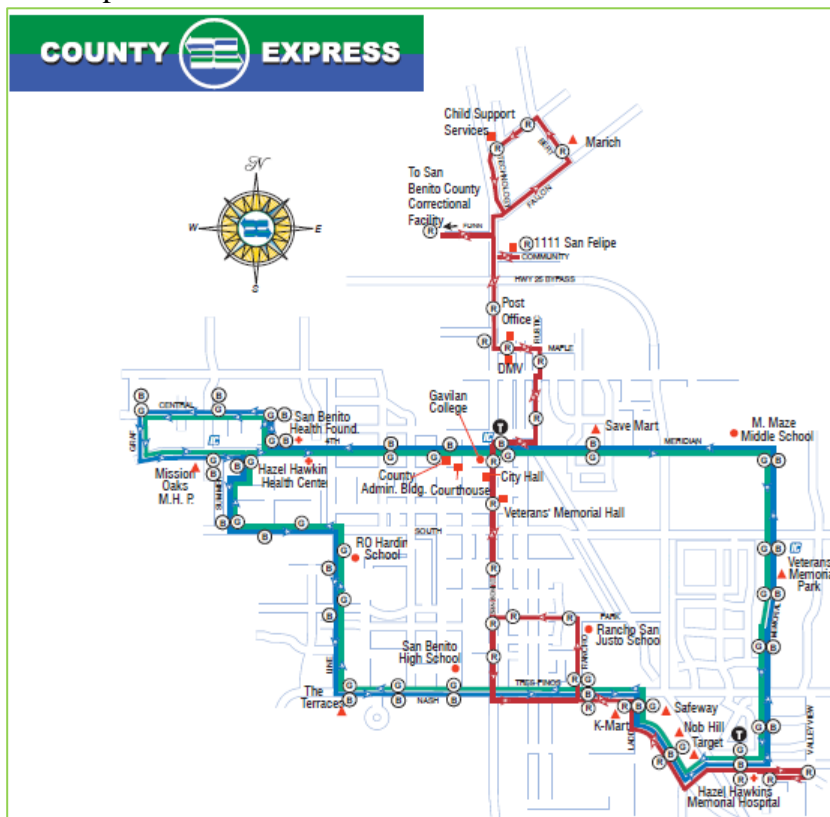
Public Transit for San Benito County is limited to buses and Dial-A-Ride.

Regular Hollister bus routes reach:

- Three Voting Locations
- Three Drop Boxes

Dial-A-Ride offers access to:

- All Voting Locations
- All Drop Box Locations



Legend / Leyenda

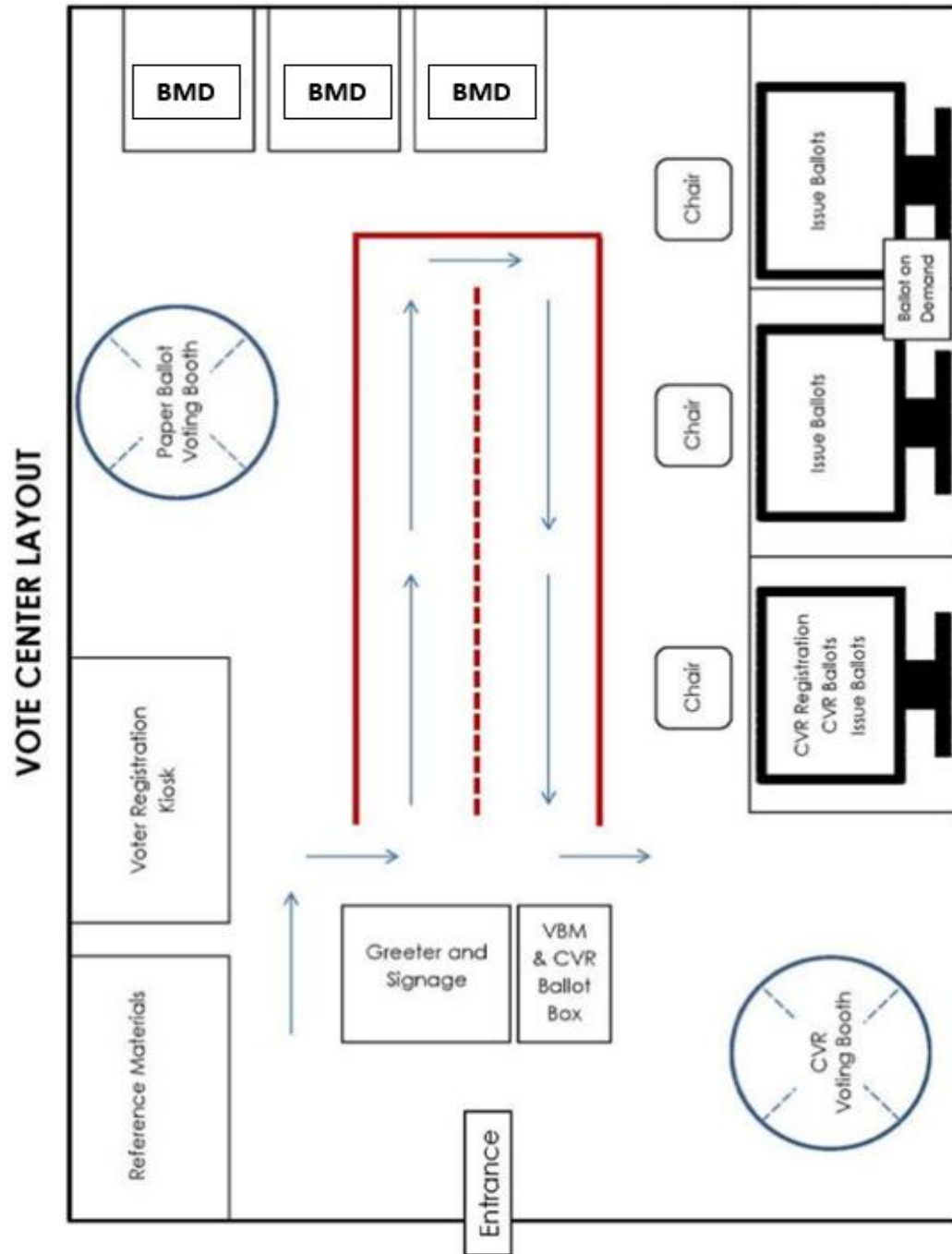
- Paratransit Service Boundary/
Límites del servicio Paratransit -----
- Dial-a-Ride Service Boundary/
Límites del servicio Puerta-a-Puerta -----

■■■■■

APPENDIX E

Vote Centers Design and Layout

All Voting Booths will have privacy curtains and voting booths will be intentionally placed to ensure vote privacy.



APPENDIX F

Vote Centers Design and Layout

Potential Disruption	Response
Election Management system goes down	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 if staff are able to determine correct ballot type or precinct for voter, based on the back-up list provided to Vote Center staff. Keep paper record of all voters and information to enter in EIMS once system is back up and running. Elections Office will contact vendor right away and resolve the issue as soon as possible.
Power Outage	Voter 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. Election conduct will continue even if the power outage is a Public Safety Power Shutoff (PSPS) event. Vote Center staff will be trained to administer voting in the event of a prolonged power outage. The San Benito County Elections Office will work with Vote Center owners on options to continue voting uninterrupted.
Weather	Voter 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 set up immediately for use. Public will be notified via website, phone message, news, radio, social media, etc.
Fire or Other Disaster	All staff and voters must first be evacuated safely. Voter 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, paper ballots, CVR ballot(s)), (2) secure/shut down all computers accessing election management system and (3) secure/shut down all voting equipment. 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.
Voting equipment stops working	While Vote Center manager resolved 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 election office for replacement equipment.

Ballot on demand stops working	While Vote Center manager resolves the issue, pre-printed paper ballots can be issued to voters. Vote Center manager will follow troubleshooting instructions provided in Vote Center manual staff. If unable to resolve, Vote Center manager will contact Elections Office. If still unable to resolve, Vote Center manager will contact Election Office staff for replacement equipment.
Internet connection goes down	Vote Center manager will follow troubleshooting instructions provided in Vote Center manual for staff. In 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 will keep paper record of all voters and information for election staff to enter in EIMS at Election 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.
Suspicious person or object	Vote Center manager will contact security authorities depending on the situation.
Voter Center employees do not show up	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.
Vote Center is unusable	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 Office 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.