

County of Alameda Elections Commission Agenda

Location: Via Zoom/In person
Alameda County Training & Education Center
125 – 12th Street, 4th Floor
Suite 400 Hayward/Union City Rooms
Oakland, CA 94612

Date: July 18, 2024
Time: 4:00 PM

Zoom Link for Meeting: <https://us06web.zoom.us/j/87474800256>

The video recording of the meeting is normally posted 2-3 days after the meeting.

You can find it at: <https://bos.acgov.org>

1 -- Call To Order / Roll Call at 4pm (5 minutes)

2 -- Swearing In of New Commissioners -- none

Allisa Moore is expected to be seated by the September 2024 meeting.

3 -- Approval of Agenda

Modifications can be made here

4 -- Approval of Minutes of June 20, 2024 (5 minutes)

See attached minutes

5 -- Announcements and Communications (5 minutes)

No discussion on these items.

(a) From staff

(b) From commissioners

6 -- Public Comment on Agenda Items (20 minutes)

If we have 5 or less commenters, then they will have up to 3 minutes each. 5-14 commenters will be limited to 2 minutes each. If we have 15 or more people then they will be limited to one minute each.

We encourage and appreciate written comments be emailed to the Commission at eoc@acgov.org.

7 -- Monthly Update from Registrar of Voters Office (10 minutes)

See attachment

8 -- Old and New Business

(a) Items carried over from a previous meeting

(1) Reviewing and reporting on the March 2024 election (20 minutes)

For discussion and possible action.

Background: A core responsibility of this commission is to report to the BOS after general elections. We have not done so for the March 2024 election, largely because we just started work in February 2024. This remains an open issue that needs to be resolved.

(2) Consider requesting dedicated staff support to the ACEC (20 minutes)

For discussion and possible formation of a sub-committee.

This commission has a very large job, but little time in which to do the job, and with all volunteers. Having staff support -- whether full-time or part-time -- to do research for the commission would be very helpful and is arguably a necessity.

(b) Ongoing Items from Committees

All of these will be for possible action. See attachments for each committee report.

(1) Nominations (subcmte: B Tsao, A Ramon, S Singer) -- 5 minutes

(2) Structure of the ROV position (subcmte: Z Valentine, S Singer, J Belcher. + B Tsao may assist) -- 5 min

- Motion to add Allie Whitehurst

This is the issue about having Alameda County Registrar's position being a standalone position, as opposed to managing multiple departments.

(3) Cast Vote Record Releases (subcmte: K Butter, I Dieter, J Belcher) -- 10 min

(4) Commission Rules, Procedures and Best Practices (S Henderson, I Dieter, B Tsao, J Lindsay) -- 15 min

(c) Special Report from the ROV on the ROV department budget -- 20 min

For discussion only. See attachment.

(d) New Business -- none

9 -- Public Comment on Agenda or Non-Agenda Items (10 minutes)

The 10 minutes here is a fixed allocation of time, and will be divided equally among all who wish to comment, with a maximum of 3 minutes per person. If more time is available before 6:30pm, more time will be allowed.

If your comments are complex or if you didn't have enough time, we always appreciate it if you send your input to the Elections Commission at eoc@acgov.org.

10 -- Requests for Future Agenda Items

Commissioners can make requests directly to the president of the commission. Requests for future agenda items from the public can also be emailed to the commission at eoc@acgov.org. (This is an experiment for this month.)

11 -- Adjournment (6:30 if possible)

The next meeting will be September 19, 2024.

Please note that there will be no August meeting, per standard practice of the County.

ACEC July 18, 2024
ATTACHMENT FOR AGENDA ITEM #4
Re.: Minutes from June Meeting

Location: Alameda County Training & Education Center
125- 12th Street, 4th Floor
Suite 400 Hayward/Union City Rooms
Oakland, CA 94612

Date: June 20, 2024
Time: 4:00 p.m.

Minutes

1. Call To Order / Roll Call

The monthly Elections Commission meeting of May 16, 2024, convened at 4:00 p.m. in the Hayward/Union City Rooms. The clerk, Noe Lucio, ROV, called to order the meeting.

Present

***Commission Members:* Judy Belcher, Karen A. Butter, Irene Dieter, Susan R. Henderson, James R. Lindsay, Alexander H. Ramon, Stephanie F. Singer, Benita Tsao, Zabrae Valentine, Allie Whitehurst; *City Clerk:* Anna Brown; *Registrar of Voters:* Tim Dupuis, Cynthia Cornejo, Noe Lucio; *County Counsel:* Jason Allen.**

2. Swearing in of New Commissioners -- none

3. Approval of Minutes May 16, 2024

Corrections were made to the minutes.

A motion was made to accept the meeting minutes as amended by Commissioner Belcher, seconded by Commissioner Butter, approved unanimously.

4. Announcements

(a) From staff

An announcement was made by Registrar Dupuis

(b) From commissioners

An announcement was made by Commissioner Lindsay

5. Public Comment on Agenda Items

Public comment was allowed for all agenda items.

6. Monthly Update from Registrar of Voters Office

Mr. Dupuis reported that the ROV certified the May 28th City of Berkeley District 4 Special Election as of this date; the two upcoming elections are the July 2nd Sunol Glen USD Recall Election and the November 5 General Election; as well the ROV processed signature verification for 8 referendums and petitions.

7. New Business carried over from the last meeting – none

8. Ongoing Items from Sub-committees

(a) Nominating 4th at-large member

The committee interviewed five candidates and recommends the candidate Alissa Moore. The committee notified all applicants of their decision.

A motion was made that the commission recommends Alissa Moore for the at-large seat by Ms. Singer, seconded by Commissioner Ramon, and passed unanimously.

(b) Structure of the ROV position

Commissioner Singer noted that the fellow, Darlene Azarmi, has begun working and the committee is scheduled to meet with the Registrar of Voters.

(c) Cast Vote Record Releases

The commission discussed the subject.

9. New Business

(a) Commission Rules, Procedures and Best Practices

The commission discussed forming a committee to establish how the commission conducts its business, meetings and dealings with the public.

A motion was made that a new sub-committee be formed of Commissioners Henderson, Tsao, Dieter and Lindsay by Ms. Singer, seconded by Ms. Butter, and passed unanimously.

Ms. Valentine made suggestions regarding public interactions. The commissioners discussed these suggestions.

(b) Reviewing and reporting on the March 2024 election

A report concerning the March 5, 2024, election analysis be incorporated into the later report that concerns the November election was made by Mr. Ramon and seconded by Ms. Dieter. Discussion ensued.

A motion to move the discussion on combining the commission's March 5th report with the November 5th report to the next meeting was made by Ms. Singer, seconded by Ms. Butter and passed unanimously.

A motion to postpone Items 9 (b) and 9 (c) to the next meeting was made by Ms. Butter, seconded by Mr. Ramon and passed unanimously.

- (c) Consider requesting a paid assistant to the ACEC
Item 9 (c) was duly postponed to the next meeting.

10. Special Report from Registrar's Office:

Mr. Dupuis presented the County of Alameda Registrar of Voters' mission and mandated services.

11. Public Comment on Agenda or Non-Agenda Items

Public Comment was allowed for non-agenda items.

12. Requests for Future Agenda Items

There were no requests for future agenda items.

13. Adjournment

The next meeting will be July 18, 2024.

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

ACEC July 18, 2024

ATTACHMENT FOR AGENDA ITEM #7

Re.: Monthly Update from Registrar of Voters Office

1. Conducted the July 2, 2024, Sunol Glen Unified School District, Special Recall Election
 - a. Manual Tally Conducted – July 17, 2024
 - b. Certify election – July 19, 2024
2. Upcoming Elections:
 - a. November 5, 2024, General Election
 - i. Nomination Period - July 15th – August 9th
 - ii. Voter Information Guide Mailing Begins – September 26th
 - iii. Vote by Mail Ballot Mailing – October 7th

ACEC July 18, 2024
ATTACHMENT FOR AGENDA ITEM #8(b)(1)
Re.: Nominations

2024 July Report

The Board of Supervisors has not yet confirmed Alissa Moore as an at-large member, in response to the Elections Commission's nomination. Since neither the Board of Supervisors nor the Elections Commission will not meet in August, we expect Alissa to be confirmed in September, ideally in time to be sworn in at the beginning of our September 19 meeting and to participate in that Elections Commission meeting as a voting member.

This ad hoc committee on nominations plans to disband after the September 19 meeting, assuming that there will no longer be any at-large seats to fill.

ACEC July 18, 2024
ATTACHMENT FOR AGENDA ITEM #8(b)(3)
Re.: Cast Vote Records Release

TO: Alameda County Elections Commission
FROM: Cast Vote Record Ad Hoc Subcommittee Belcher, Butter, and Dieter
RE: Update on the implementation of Cast Vote Record Reports

On May 16, 2024, the Elections Commission voted to recommend that the Alameda County Board of Supervisors direct the Registrar of Voters to follow San Francisco's Cast Vote Record (CVR) model and adopt a policy of releasing text CVR reports concurrent with election result update for the November 2024 election. The CVR committee has been following up to ensure that the issue is agendaized before the Board of Supervisors and implemented before the November 5, 2024 election. There are a few remaining tasks.

The commission's recommendation will be heard by the Board of Supervisors' Personnel, Administration and Legislation (PAL) Committee (see description below) on August 5 and is tentatively scheduled for the September 17th Board of Supervisors meeting.

The CVR subcommittee would like to encourage all commissioners to speak in favor of CVR implementation at the board meeting.

The CVR subcommittee met with Supervisor Tam's office to discuss the commission's recommendation and is now working to schedule a meeting with staff from the office of Supervisor Elisa Marquez.

The Personnel, Administration and Legislation (PAL) Committee reviews federal, State and local legislation and other legislative and administrative matters referred by County departments, including Board offices, for support or opposition; reviews and signs all letters of support or opposition for legislative matters; reviews and recommends approval of the legislative platform and County priorities; advances all recommendations to the full Board of Supervisors for final approval; receives regular updates from State and federal legislative advocates on emerging legislative matters affecting local government; and provides direction to advocates on advancing the County's legislative agenda.

The PAL committee meets every Monday at 1:30 PM in the Board of Supervisors' conference room located at 1221 Oak Street, 5th Floor, Oakland. Supervisor Keith Carson, District 5, serves as the PAL Committee Chair.

ACEC July 18, 2024

ATTACHMENT FOR AGENDA ITEM #8(b)(4)

Re.: Commission Rules, Procedures and Best Practices

The Rules Subcommittee has met twice to draft Rules and Operating Procedures for the Election Commission. We expect to provide a draft of the document at the September 2024 Elections Commission.

ACEC July 18, 2024

ATTACHMENT FOR AGENDA ITEM #8(c)

Re.: Special Report from the ROV – on the department budget

Maintenance of Budget FY24-25:

- \$32.5 million dollar budget
- Not a baseline budget
- Cyclical balanced budget
- Budget oversight by the County Administrator, County Auditor
- Approval by the Board of Supervisors
- Audits by the County Auditor/Controller
- Budget Adjustment – FY24-25
 - \$5 million dollar adjustment to assist with County Budget GAP

Registrar of Voters

Maintenance of Effort

Tim Dupuis | **Registrar of Voters**

Fiscal Year 2024-25

About Us

Mission Statement:

- Seek better ways to provide services to encourage all eligible residents to exercise the right to vote
- Conduct elections in a fair, accurate and efficient manner that inspires public confidence in the County elections process
- Maintain a continuous professional level of service to the public
- Develop new techniques to improve outreach services, which acknowledge the diversity of Alameda County

Mandated Services:

All services provided by the Registrar of Voters' Office are mandated by the California Elections Code, the California Government Code, and the California Constitution and include:

1. Voter Registration
2. Vote by Mail
3. Voter Outreach
4. Candidate Services
5. Election Services



Financial Summary

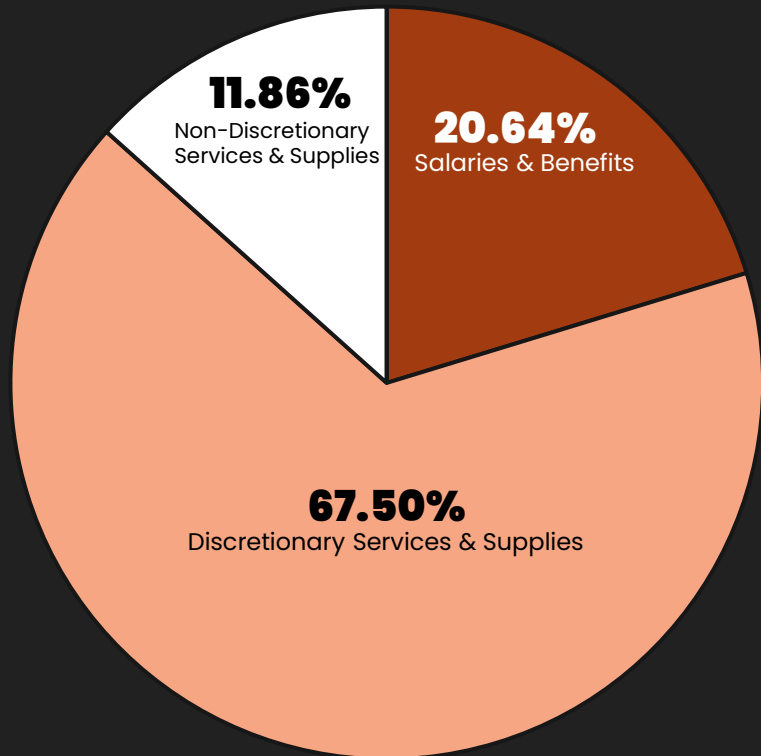
FY 2024-25 Maintenance of Effort (MOE) Overview

	2023-24 Approved Budget	2024-25 MOE	Change from 2023-24 Approved to 2024-25 MOE	
			Account	Percentage
Appropriations	\$ 25,494,490	\$ 32,597,810	\$ 7,103,320	27.86%
Revenue	\$ 19,830,607	\$ 18,293,055	\$ (1,537,552)	(7.75%)
Net County Cost	\$ 5,663,883	\$ 14,304,755	\$ 8,640,872	152.56%
FTE – MGMT	8.91	8.91	0.00	0.00%
FTE – Non MGMT	31.61	42.61	11.00	34.80%
Total FTE	40.52	51.52	11.00	27.15%



Net County Cost Change (NCC)

Component	NCC Change
Increased Salary & Employee Benefits	\$ 1,556,342.00
Increased Disc S&S	\$ 5,327,403.00
Increased charges for Non-Disc S&S	\$ 219,575.00
Increased Revenue from General Election	\$ 15,086,064.00
Increased Revenue from Capital Fund Fee	\$ 57,624.00
Decreased Use of Designation	\$ (16,681,240.00)
Total Increased Net County Cost	\$ 8,640,872.00



\$32,597,810

FY2024-25 Appropriations

\$6,726,433

SALARIES & BENEFITS

\$22,004,061

DISCRETIONARY SERVICES & SUPPLIES

\$3,867,316

NON-DISCRETIONARY SERVICES & SUPPLIES

\$0

OTHER FINANCING USES



OPERATING PRINCIPLES
FISCAL STEWARDSHIP

\$18,293,055
FY2024-25 Revenue

\$35,000

MISC. STATE AID

\$30,000

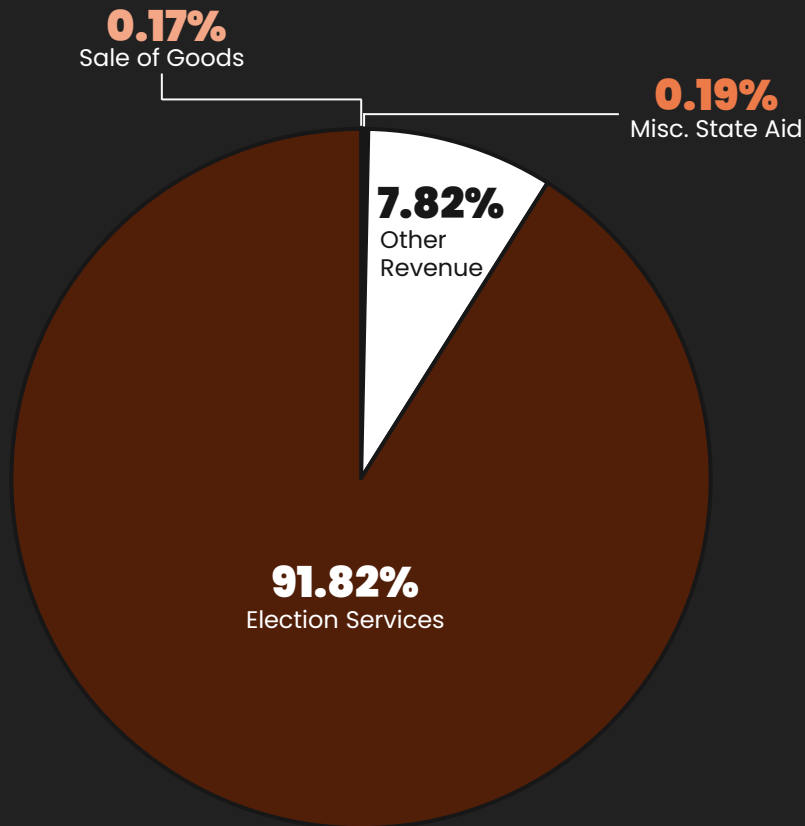
SALE OF GOODS

\$16,797,160

ELECTION SERVICES

\$1,430,895

OTHER REVENUE



Accomplishments

- Streamline Vote By Mail Process
 - Automate the process for returned Vote By Mail Ballots to accommodate high voter turnout due to every eligible voter receiving a ballot in the mail
 - Credit voters for returning their ballot
 - Machine sorting down to precinct level
 - Milling returned ballot envelopes
- Reconfigure Vote by Mail Processing Area to accommodate the large volume of returned Vote by Mail Ballots
- Expand the outreach and education for language communities throughout the County
- Elections Commission
- Election Advisory
 - Increase Participation
 - Increase Collaboration
 - Promotes Transparency and Voter Confidence
- Enhanced election observer experience

10X GOALS
ACCESSIBLE INFRASTRUCTURE



SHARED VISION
THRIVING & RESILIENT POPULATION



SHARED VISION
HEALTHY ENVIRONMENT



FY 23

Accomplishments

- Adding an ACVOTE On The Go branding to designated Outreach Team vehicles
- Collaborating with jurisdictions to develop innovative Marketing Initiatives
- Expand the outreach and education for language communities throughout the County
- Expand digital Outreach and Education
- Marketing campaign
 - Senior, disabled, youth, and language communities
 - Create voter education video content regarding the Voting Equipment
 - Identify additional outreach services requested by each jurisdiction



FY 23

- Enhancing Security
 - Camera System (Warehouse/Court House)
 - Security Fence and Gate (Warehouse)
- Streamline Vote Center Preparation
 - Supplies
- Pilot Vote Center Multiple Election Cycle Partnership Program
- Expand the outreach and education for all communities throughout the County
- Enhancing Transparency and Voter Confidence
 - Livestream of Election Process
 - Elections Commission

Goals

10X GOALS
ACCESSIBLE INFRASTRUCTURE



SHARED VISION
THRIVING & RESILIENT POPULATION



SHARED VISION
HEALTHY ENVIRONMENT



FY 24-25

Thank
You!

