

**ELECTIONS COMMISSION**  
*City and County of San Francisco*

**BUDGET AND OVERSIGHT OF PUBLIC  
ELECTIONS COMMITTEE (BOPEC)**

Chris Jerdonek, Chairperson  
Jill Rowe



John Arntz, Director of Elections

**MEETING MINUTES**

**Budget and Oversight of Public Elections Committee (BOPEC)**

**Wednesday, September 3, 2014**

**6:00 p.m.**

**City Hall, Room 421**

**1 Dr. Carlton B. Goodlett Place**

**San Francisco, California 94102**

**Order of Business**

**1. Call to Order & Roll Call**

Commissioner Jerdonek called the meeting to order at 6:00 p.m. and took roll call. Present: Commissioner Rowe. The third committee seat is currently vacant. Also present: Director of Elections John Arntz.

**2. General Public Comment**

None.

**3. Approval of minutes from previous meeting**

Commissioner Jerdonek reported that draft minutes for the last BOPEC meeting on April 2, 2014 are not available on the Commission website. He was not a member of BOPEC at the time and has not yet been able to locate draft minutes or an audio recording. Commissioner Rowe offered to check whether she was a member of BOPEC at that time and in attendance at that meeting and to draft minutes for the meeting if so. No public comment. No motion offered.

#### **4. Discussion and possible action regarding adoption of the Election Plan for the November 4, 2014 Election.**

Commissioner Jerdonek reported that he met with Director Arntz early last week to go over the Election Plan that Director Arntz presented to the Elections Commission at its meeting on August 20, 2014 and to request that additional information be added. Director Arntz revised the plan by including the additional information, and the updated plan with changes marked was included in the agenda packet for the meeting.

Commissioner Jerdonek commended Director Arntz for the additions and for making them so quickly. Commissioner Jerdonek highlighted the following additions: a section on Ranked Choice Voting education, a section on language access and multilingual resources, a section on Department personnel for the election, and additional details on the 1% Manual Tally procedures.

Commissioner Jerdonek asked Director Arntz if the random selection would be postponed until after November 17 in the unlikely event that the Department was not done counting the ballots before that. Director Arntz replied that it would be, with the possible exception of a few write-ins remaining to be counted.

Commissioner Jerdonek asked what process members of the public could use to obtain the final tabulation totals prior to the random selection. Director Arntz replied that members of the public could obtain that information from the Department website prior to the selection, since the Department will be posting preliminary Statements of Vote and Ranked Choice Voting ballot image reports at the end of each day, updated to reflect the ballots tabulated on that day.

Commissioner Rowe asked about the transfer of ballots from the Insight bin to the red box at polling places on Election Day whenever the Insight bin becomes too full. She asked how the extra ballots are kept secure in the red box throughout the day. Director Arntz replied that there is a cable lock on the red box that is locked while the FED is present.

Commissioner Rowe moved to forward the updated Election Plan in the agenda packet to the full Commission with a recommendation to approve. Commissioner Jerdonek seconded. No public comment. The vote was UNANIMOUS to APPROVE.

**Adjourned at 6:11 p.m.**