



City and County of San Francisco
Department of Elections

John Arntz, Director

Memorandum

To: Elections Commission
From: John Arntz, Director
Date: June 10, 2016
RE: Director's Report: June 15, 2016, Elections Commission Meeting

Following is a brief statement of the work the Department of Elections (Department) has undertaken in relation to the June 7, 2016, Consolidated Presidential Primary Election and the November 8, 2016, Consolidated General Election.

A. To ensure the Department can conduct the June 7, 2016, Consolidated Presidential Primary Election in a free, fair, and functional manner, the Department organized the necessary resources and personnel to support voting activities, process ballots, and report preliminary election results.

1. In accordance with the City's procurement policies, the Department continued to purchase materials and supplies and procure services necessary to conduct the June and November 2016 elections.
2. Following the Department of Human Resources' procedures, the Department hired and assigned nearly 100 field support personnel to assist poll workers and support polling place activities on Election Day so that voters could independently and privately cast their ballots. Further, the Department organized nearly 20 people who, after participating in training, staffed the phone bank that received calls from the public beginning 29 days before Election Day through the close of the polls, and who responded to nearly 8,200 phone inquiries as well as 1,000 inquiries received through SFVote, which is the Department's public email account. Additionally, the Department hired, trained, and organized nearly 150 personnel who are currently reviewing vote-by-mail and provisional ballots, tabulating ballots, retrieving equipment and materials from polling places, processing payroll for poll workers and polling place providers, conducting the canvass, and assisting observers who are monitoring the Department's activities.
3. Following California Elections Code section 12302, the Department provided 2,456 poll workers to assist voters on Election Day. In accordance with federal, state, and local laws, the Department ensured that bilingual assistance was available as follows: 694 Chinese-speaking poll workers were available at 455 sites, 325 Spanish-speaking poll workers at 281 sites, 103 Filipino-speaking poll workers at 98 sites, 42 Vietnamese-speaking poll workers at 42 sites, 7 Korean-speaking poll workers at 7 sites, and 19 Japanese-speaking poll workers at 19 sites. In consideration of California Elections Code sections 12309 and 12309.5 all poll workers were required to attend training sessions which included instructions specific to the procedures associated with the primary election.
4. To provide transportation for the nearly 100 field support personnel and the more than 100 Deputy Sheriffs who supported polling place activities and provided security for the voted ballots, the Department organized an alternate staging ground for nearly 200 vehicles near Stonestown Galleria shopping mall to replace the loss of Pier 48, Shed A, and Lot A, across from the Department's warehouse on Pier 48, Shed B, due to the San Francisco Giants use of the latter locations.

B. The Department continues to conduct post-election activities associated with the June election while simultaneously fulfilling many substantial actions in preparation for conducting the November 8, 2016, Consolidated General Election.

1. Pursuant to California Elections Code sections 3009, 3019, 15101, 15210, and the Secretary of State's Uniform Vote Counting Standards, as of June 10, the Department processed 161,916 returned vote-by-mail ballots. Of those, 156,661 are accepted, 1,949 are challenged awaiting voters' actions, and 3,306 are under review being

audited by experienced full-time Department staff for their final determination. Under California Elections Code section 15150 the Department has tabulated and reported results from nearly 90,000 precinct ballots.

2. The Department has been sending out notices on a daily basis to the voters whose vote-by-mail ballots cannot be counted to explain the reason and possible actions the voters must take to correct the ballot envelope in time for the vote to be counted. Voters for whom the Department has an email address or telephone number on file were alerted to the issues through these additional means. As of June 10, the Department counted 726 ballots of voters who provided the required information to the Department. Voters have until June 15 to respond to the notices.
3. Pursuant to California Elections Code section 14310, the Department began the review of nearly 20,000 provisional ballots received from the polls that includes determining eligibility of each voter, ensuring that the voter has not cast another ballot, comparing the voter's signature on the envelope to the voter's signatures on file, and checking whether the voter has voted the appropriate ballot type based on the voter's residential address and the voter's party preference.
4. Pursuant to California Elections Code section 15301, the Department commenced the official Canvass that includes a hand tally of ballots cast in one percent (1%) of precincts, both at polling places and by mail, reconciliation of the number of signatures in the Roster of Voters with the number of voted ballots recorded, processing ballots with write-in votes, and remake of ballots cast on AVC Edge II machines onto paper ballots as required by the Secretary of State. Random selection of precincts for 1% manual tally will occur on Tuesday, June 14 at 10 a.m.
5. In accordance with San Francisco Municipal Elections Code sections 205 and 230, and California Elections Code section 8106, the period for signatures in lieu of filing fee for candidates for the Board of Supervisors offices closed on May 31. Accordingly, the Department reviewed signatures on 130 in-lieu petition forms submitted by the candidates. As of June 10, there are four qualified and 31 potential candidates who filed Declarations of Candidacy for the six seats in the odd numbered Supervisorial districts. The official nomination period for the Board of Supervisors offices closes June 14.
6. In accordance with San Francisco Municipal Elections Code section 230 and California Elections Code section 8106, the period for signatures in lieu of filing fee for candidates for the office of Board of Education and Community College Board commenced on June 3 and will close on July 28.
7. Following California Elections Code sections 9030 and 9031, the Department processed and reviewed signatures on 10 statewide petitions within the past several weeks, completing these reviews the day before Election Day.
8. Following the City's budget process and timelines, the Department has been collaborating with the Mayor's Budget Office, Controller's Office and the Budget and Legislative Analyst's Office on the Department's proposed FY 2016-17 and FY 2017-18 budget to ensure adequate funding for fixed operating expenses as well as funding to carry out services and programs associated with the two elections scheduled during the period encompassed by the budget: the November 2016 Consolidated General Election and the June 2018 Consolidated Statewide Direct Primary Election.

C. The Department undertook many actions to facilitate the engagement of voters to participate in elections, to provide voters with information regarding the primary election, to provide voters with information regarding the Department's services, to continue providing information and services that are transparent and accessible.

1. To provide June 7 election information, including key deadlines, the Department issued over 50 press releases to organizations, interested members of the public, and media representatives included in the Department's list of "interested persons"; maintained an active social medial presence, regularly issuing tweets and Facebook updates; and conducted an extensive outreach campaign, providing informational materials to over 700 civic partners through a variety of means, distributing materials at events, fairs, and festivals across the City, posting 1,000 informational materials inside Muni vehicles, in 22 Muni and BART stations, and on the exterior of 100 Muni vehicles, and placing ads in local newspapers such as San Francisco Examiner, SF Weekly, Bay Area Reporter, 14 San Francisco neighborhood newspapers, the Asian Journal, Philippine News, Vietnam Daily News, Sing Tao, World Journal, La Opinion de la Bahia, El Tecolote, Nichi Bei Weekly, and the Korean Times.

2. The Department sent nearly 500 pre-election notices to voters who submitted an online voter registration application and who either do not have a signature on file with the Department of Motor Vehicles (DMV) or declined to authorize the use of their DMV signature, informing voters of steps that they must take to complete their registration and vote.
3. The Department sent nearly 2,000 pre-election notices to voters who are first time voters who registered by mail without providing their California driver's license or state identification number or the last four digits of their Social Security number resulting in their not meeting federal identification requirements under HAVA, to inform voters of steps that they must take to establish their identity or prove their residency to the Department of Elections.