



## Memorandum

**To:** Elections Commission  
**From:** John Arntz, Director  
**Date:** October 16, 2017  
**RE:** Director's Report: October 18, 2017, Elections Commission Meeting

Following is a brief listing of the work and related information in which the Department of Elections (Department) has been engaged since the previous Elections Commission meeting on September 20, 2017.

**A. In consideration of the City reviewing the feasibility of the City's options to develop a highly accessible, open source voting system, and other voting system matters:**

1. Last week the Office of Contract Administration approved the contract with Slalom Consulting (Slalom).
2. Slalom has begun gathering information necessary to prepare the business case.
3. Regarding developing an open source voting system, Travis County, Texas, has suspended its program to develop STAR-Vote and will instead issue a Request for Proposals to obtain a new voting system.
4. Los Angeles submitted an application to the Secretary of State's Office on September 29 for approval of its VSAP Tally Version 1.0.
5. The California Secretary of State approved two vendors' remote accessible vote-by-mail systems: Five Cedars Group's, Alternate Format Ballot 4.3 and Democracy Live's Secure Select 1.0.

**B. The Department continued to prepare to implement new laws and programs:**

1. **Remote Accessible Vote-By-Mail System:** Before the June 2018 election, the Department must implement a remote accessible vote-by-mail system (AB 2252) to allow voters with disabilities to receive and electronically mark a ballot remotely, and then print and return the voted ballot to the Department. The Secretary of State approved two remote accessible vote-by-mail systems last week as noted above in item A. 5. The Five Cedars Group's system is compatible only with HART InterCivic ballots. Democracy Live's system, however, is compatible with the City's current voting system. Rather than issue a Request for Proposal (RFP) to obtain a remote accessible vote-by-mail system the Department will need to consider obtaining a system using sole source procurement processes.
2. **Conditional Voter Registration:** The Department has been considering the implementation of Conditional Voter Registration (CVR) for the June 2018 election, which will provide people the ability to register and to vote a provisional ballot at the City Hall Voting Center after the close of the regular registration period 15 days before Election Day and through Election Night. The Department has been reviewing procedures from other counties while preparing to draft procedures to implement CVR. San Francisco's November, 2018, election, conditional Voter Registration will include not only regular voters, but also must include certain non-citizen voters who want to vote for candidates for the Board of Education.
3. **Non-Citizen Voting:** The Department continues to consider the implementation of Prop N, and I again joined the monthly meeting that Supervisor Fewer's office organizes with community leaders regarding this matter. Another meeting is tentatively considered for the end of October.
4. **Voting System Replacement:** The Department continued drafting a RFP regarding the leasing of a replacement voting system.

**C. The Department continues to seek opportunities to engage potential registrants and voters to promote their participation in elections, and to provide residents with information about the Department's services:**

1. The Department continued to attend biweekly USCIS ceremonies serving approximately 1,000 new citizens at each ceremony to provide information about registration and voting rights, and to respond to election-related questions.
2. In the continuing effort to highlight different aspects of the election processes, the Department produced a video providing insight into poll locating activities, with a focus on surveying sites to ensure physical access for voters. Available on *sfelections.org*, this video will be shown at public events and distributed through press releases and social media; it will also serve as educational material for Department personnel.
3. The Department has been organizing and preparing for the first meeting with the Language Accessibility Advisory Committee (LAAC) on October 26. At quarterly meetings, LAAC members will learn about the Department's efforts to engage and educate voters in languages other than English and have the opportunity to share feedback and suggestions for serving San Francisco voters with limited English proficiency.
4. The Department will host the next Voting Accessibility Advisory Committee on November 8.

**D. The Department has been involved in activities associated with preparing for the elections scheduled in 2018, and begun considering effects of California holding its primaries in March rather than June starting in 2020:**

1. The Department is nearing the completion of its assessment of polling place accessibility which involved re-surveying nearly 600 sites, focusing on exterior route slope measurements.
2. All departmental personnel have been engaged in the review of divisional programs, procedures, and materials in preparation for the elections scheduled in 2018.
3. Beginning in 2020, statewide primary elections will be held in March rather than June. This new date will require many election processes related to March 2020 to occur during the City's November, 2019, Municipal Election. For instance, this change will affect the timing for ballot measures appearing on the March 2020 ballot: the deadline for four or members of the Board of Supervisors to submit proposed Charter amendments to the Clerk of the Board moves to mid-October, initiative petitions will be due the first week in November, and proposed Charter amendments from the Board will be due the third week in November, and the Ballot Simplification Committee meetings will begin during the week of the Thanksgiving holiday.