



CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF ELECTIONS

John Arntz, Director

Memorandum

To: Elections Commission
From: John Arntz, Director
Date: June 17, 2018
RE: Director's Report: July 18, 2018, 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 report issued in relation to the Elections Commission meeting on June 20, 2018.

- I. **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.**
 - A. The Director of the Department of Technology (DT) has drafted a job description for a project manager to set the specifications, costs, timelines, and implementation of a City-developed open source voting system.
 - B. The San Francisco Civil Grand Jury issued a report entitled "Open Source Voting in San Francisco" regarding the City developing its own open source voting system. The link to the report follows:
http://civilgrandjury.sfgov.org/2017_2018/2017-18_SFCGJ_Final_Report_Open_Source_Voting_in_San_Francisco.pdf
 - C. Regarding the \$134 million in funds that the Governor placed into the state's General Fund to upgrade voting systems, the Secretary of State's Office (SOS) has indicated it will provide information about the funding and how counties can request funds in the coming weeks.
 - D. Regarding Los Angeles' (LA) development of a voting system, the SOS has scheduled a hearing for July 30 in the SOS' auditorium on LA's request for approval. The hearing will include the following reports:
 1. Consultant Security and Telecommunications Report
<http://votingsystems.cdn.sos.ca.gov/vendors/other/la-vsap1-sec-tel.pdf>
 2. Consultant Software Testing Report
<http://votingsystems.cdn.sos.ca.gov/vendors/other/la-vsap1-sc.pdf>
 3. SOS Staff Report
<http://votingsystems.cdn.sos.ca.gov/vendors/other/la-vsap1-staff.pdf>
 - E. Associated with the request for proposals for a new voting system that the Department issued on February 1, the Department and Dominion Voting Systems will conduct a pilot program on July 25 – 27, and July 30 – 31. The pilot program will occur from 9 a.m. – 4 p.m. each day, and will provide an interactive demonstration of the voting system. Members of the public are encouraged to participate in the pilot program. Dominion will stage voting equipment for use in the polling places as well as the processing of vote-by-mail ballots in City Hall.
- II. **The Department is preparing materials to facilitate the engagement of voters to participate in the November 2018 election and is reviewing processes to ensure proper levels of services associated with the upcoming election.**
 - A. The Department continued implementation of non-citizen voting in the 2018 School Board election, which in many ways will require the Department to run a second, simultaneous election this November.
 1. The Department developed and made available a Voter Registration Form as well as an accompanying eligibility checklist by which eligible non-citizens can register to vote. As required under local election law, the

registration form contains an "Important Notice" that explains that voters' personal information could be obtained by federal agencies, and which is available in 48 languages, as well as an eligibility checklist that non-citizens are advised to review prior to registering to vote to confirm they can participate in the election.

2. The Department created a new page dedicated to non-citizen voter registration and voting on its website: sfelections.sfgov.org/non-citizen-registration-and-voting. Among other materials, this page offers 48 versions of the affidavit, each listing the "Important Notice" in one of the required languages, and discusses a registration process and voting options, including in person at a polling place or the Voting Center, and by mail. This page also hosts the Frequently Asked Questions on Non-Citizen Voting in School Board Elections, a Guide to Registration and Voting Process for Non-Citizens, and other information.
 3. The Department is finalizing a number of other documents for use in the School Board-only election, including a voter notification card, a letter stating that the San Francisco Charter allows certain non-citizens to vote in School Board elections, and a voter registration cancellation form. All of these documents will include the notice regarding federal agencies possibly obtaining voters' personal information and will be available on the Department's website, at the Department's office, and during outreach events.
 4. The Department has been revising its production plans to contemplate the timelines necessary to produce the official ballot and the Voter Information Pamphlet for School Board-only election in English, Chinese, Spanish, and Filipino, and in various formats.
 5. The Department will launch its outreach program for non-citizen voters which will focus on three key areas: discussing eligibility requirements for non-citizens to register and vote in School Board election on November 6 election; providing notice that upon registering to vote non-citizen voters' personal information may be obtained by federal agencies; and explaining steps to voting for first-time voters. The Department will continue to collaborate with community-based organizations, City agencies, and the school district.
 6. To adequately prepare poll workers to administer voting at polling places, the Department has been revising training materials to include information related to the November election. The Department has been developing a training curriculum to provide poll workers with information to best serve non-citizen voters on Election Day; the curriculum will include voting procedures for standard, vote-by-mail, and provisional non-citizen voters in detail.
- B. The Department has been processing records and fulfilling many actions in preparation for conducting the November 2018 election.
1. To facilitate candidate nomination filings, the Department has been reviewing signatures in lieu of filing fee petitions and furnishing nomination documents that will continue through the August 10 deadline.
 2. To maintain voter records, the Department continued to process registration information, deceased listings, registration information received from the DMV; update records according to address change service information based on U.S. Postal Service data; and attach signature images gathered during the June election cycle to voter records in EIMS, for reference when processing future ballots.
 3. The Department is preparing materials for the Ballot Simplification Committee meetings that are scheduled to begin on July 30.