

**Elections Commission**  
*City and County of San Francisco*

Roger Donaldson, President  
Viva Mogi, Vice President  
Lucy Bernholz  
Charlotte Hill  
Christopher Jerdonek  
Charles Jung  
Jill Rowe



John Arntz, Director of Elections

Don Chan, Secretary

**REGULAR MEETING AGENDA**

**San Francisco Elections Commission**  
**Wednesday, January 16, 2019**  
**6:00 p.m.**  
**City Hall, Room 408**  
**1 Dr. Carlton B. Goodlett Place**  
**San Francisco, California 94102**

**Order of Business**

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

**2. General Public Comment**

Public comment on any issue within the Elections Commission's general jurisdiction that is not covered by another item on this agenda.

**3. Open Source Voting**

Discussion and possible action regarding the City and County of San Francisco's open source voting system project.

- a) Commissioners' Reports
- b) Technical Advisory Committee Report
- c) Director's Report

(Agenda Packet: OSVTAC Report #5)

**4. Approval of Minutes of Previous Meeting**

Discussion and possible action to approve Minutes for the December 19, 2018 Elections Commission Meeting.

(Agenda Packet: Draft Minutes)

**5. Commissioners' Reports**

Commissioner reports on topics not covered by another item on this agenda: meetings with public officials; oversight and observation activities; long-range planning for Commission activities and areas of study; proposed legislation which affects elections.

#### **6. Director's Report**

Director's Report on topics not covered by another item on this agenda. (Agenda Packet: Director's Report)

#### **7. 2017-2018 Civil Grand Jury Report**

Discussion and possible action regarding the Elections Commission's response to Civil Grand Jury Report.

(Agenda Packet: Response Draft, responses from August 2018)

#### **8. Election of Commission Executive Officers**

Discussion and possible action to elect a Commission President and Vice President, per Article V of the Commission Bylaws.

Per the Bylaws, the terms shall begin immediately at the conclusion of the meeting. The procedure will be as follows. The President will open nominations for President. Any commissioner who wishes to nominate a candidate will state the name of that person. If that person agrees to run, then that person is nominated. When there are no further nominations, the President will close the nominations and call a roll call vote in which each Commissioner shall state the name of the nominee for whom he or she is voting. If a nominee receives four or more votes, that person is elected President. If no nominee receives four votes, the Commission may have further discussion, and proceed to another vote. This process shall repeat until one nominee has received four or more votes. The same process will then be used to elect a Vice President.

#### **9. Agenda items for future meetings**

Discussion and possible action regarding items for future agendas.

#### **10. Hiring of Elections Commission Secretary**

Discussion and Possible Action regarding the hiring of an Elections Commission Secretary

a) Public comment on all matters pertaining to this agenda item.

b) Vote on whether to meet in closed session. (Action)

c) CLOSED SESSION. Closed Session is held pursuant to Brown Act section 54957(b) and Sunshine Ordinance section 67.10(b) to discuss the hiring of a public employee.

Discussion and possible action.

d) Discussion and vote pursuant to Sunshine Ordinance section 67.12(a) on whether to disclose any portion of the closed session discussion regarding the hiring of a public employee. (Action)

e) If closed session is held, reconvene in open session. Report action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

#### **10. Performance Evaluation of Director of Elections**

Discussion and Possible Action regarding the Performance Evaluation of the Director of Elections

a) Public comment on all matters pertaining to this agenda item.

b) Vote on whether to meet in closed session. (Action)

- c) CLOSED SESSION. Closed Session is held pursuant to Brown Act section 54957(b) and Sunshine Ordinance section 67.10(b) to discuss the performance evaluation of a public employee. (Discussion and possible action)
- d) Discussion and vote pursuant to Sunshine Ordinance section 67.12(a) on whether to disclose any portion of the closed session discussion regarding the public employee performance evaluation. (Action)
- e) If closed session is held, reconvene in open session. Report action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

## Adjournment

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Department of Elections, City Hall Room 48. Materials are placed in the Elections Commission's Public Binder no later than 72 hours prior to meetings. Any materials distributed to members of the Elections Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Department of Elections, City Hall Room 48, in the Commission's Public Binder, during normal office hours.

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To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in a meeting, please contact the Department of Elections at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible. Services available on request include the following: American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes. Please contact the Department of Elections at (415) 554-4375 or our TDD at (415) 554-4386 to make arrangements for a disability-related modification or accommodation.

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