Memorandum

To: Elections Commission
From: John Arntz, Director
Date: February 15, 2019
RE: Director's Report: February 20, 2019, 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 January 16, 2019.

I. **Update on the City's efforts to develop a highly accessible, open source voting system, and other voting system matters.**

   A. Attachment 1 provides a status update from Linda Gerull, Director, Department of Technology (DT), which includes the review of recent open source voting projects, the expected next steps associated with the City developing its own open source voting system, the initiation of the Community Engagement Phase, the issuing of a request for proposals (RFP) for project management services, and the funding request for an additional $3 million for developing an open source voting system.

   B. Attachment 2 provides the RFP that DT issued earlier this month for project management services to support the project to develop an open source voting system.

   C. Attachment 3 represents the contract the Department negotiated with Dominion Voting Systems for the City to lease a voting system under an original term of four years, and which includes two one-year options to extend the agreement.

   D. The Department submitted a proposed resolution to approve the agreement, along with agreement, to the Clerk of the Board's Office this week. The cover letter accompanying these documents requested that the resolution be scheduled for a committee hearing and that the Board approve the contract. The hearing has yet to be scheduled.

II. **The Department continued updating its website with relevant election-related information and with improved services to voters.**

   A. The Department has launched a revised homepage with a banner that features the new outreach theme: "Make a Note. Plan to Vote." A screenshot of the homepage banner is included in Attachment 4. The theme is intended to to emphasize a personal relationship with the activity of voting and to encourage voters to participate in all three of the upcoming elections. The interactive banner permits users to click on one of three election titles to review information such as key dates for a specific election.

   B. To initiate public education about the March 2020 Presidential Primary election, the Department developed a new page that can be accessed from the homepage and that addresses topics such as the new schedule for primary elections, why party preference matters, which contests will appear on the ballot depending on a voter's party preference, and how and when a voter with no party preference can request a party ballot.

   C. The Department is continuing the development of a Voter Portal, which will serve as a centralized hub where voters can check their registration statuses, locate their assigned polling places, track their ballots, update their registration information and more. The Department currently offers an array of lookup tools on *sfelections.org*, many of which will be consolidated into the Voter Portal allowing access to individually-tailored information all in one place. The Department intends to feature the link to the Voter Portal on the homepage and the sidebar of all landing pages so that voters can easily locate the portal from any page on the website.

III. **The Department developed an initial Outreach Plan regarding the new voting system, the new ballot format, and the increased number of rankings available in RCV contests.**

   A. Before finalizing the Plan, the Department will seek feedback from members of its Language Accessibility Advisory Committee (LAAC) and the Voting Accessibility Advisory Committee (VAAC), community organizations, and the general public, allowing interested stakeholders an opportunity to provide feedback on the proposed methods of engagement and education and offer additional ideas on how to reach San Francisco's communities.

   B. The Department will post the draft Plan on the homepage of its website along with a Feedback Form intended to facilitate the gathering of public feedback and ideas.

   C. Some planned outreach activities and associated tentative timelines are included in Attachment 5. The current tentative timelines assume the Board approves the contract to lease a voting system in March, which will allow for the subsequent rollout of the outreach program in April.

IV. **The Department is planning for three elections FY2019-20 and FY2020-21 and is preparing for two upcoming agency elections.**

   A. The Department has a prepared a budget request to submit to the Mayor's Office to fund fixed and variable operating expenses for services and programs associated with the three elections scheduled during the FY2019-20 and FY2020-21 budget period: November 5, 2019, Consolidated Municipal Election, March 3, 2020, Consolidated Presidential Primary Election, and November 3, 2020, Consolidated General Election.

   B. The Department completed the activities and ballot tabulation associated with the February 2019 SoMa West Community Benefit District election and is preparing for the Health Service Board Election and Retiree Health Care Trust Board Election, both of which will be conducted in May.

   C. The Department created Non-Citizen Voter Registration affidavits for the November 5, 2019, School Board Election. The affidavits can be accessed on sfelections.org/noncitizen or by contacting the Department. Fifty versions of the affidavit are available, including fully translated versions in Chinese, Spanish, and Filipino, and partially translated versions in other languages. Eligible non-citizens must complete and provide a new Voter Registration Affidavit before every School Board election. In February, the Department will contact former registrants to indicate that the next School Board Election is in November 2019 and that those who are eligible and wish to participate can obtain a registration form from the Department.