



Memorandum

To: Elections Commission
From: John Arntz, Director
Date: June 17, 2019
RE: Director's Report: June 19, 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 May 15, 2019.

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

- A. Assembly Bill 1784 passed three readings in the Assembly and one reading in the Senate and was referred to the Senate's Committee Elections and Constitutional Amendments on June 12.
- B. The Department of Technology has scheduled an Open Source Voting Community Meeting for July 19, 2:30 – 5:00 p.m., at One South Van Ness Avenue, and in the Atrium located on the second floor.

II. The Department continues to prepare and plan for three elections in FY2019-20 and FY2020-21.

- A. Following the City's budget process and timelines, the Department has been collaborating with the Budget and Legislative Analyst's Office on the Department's proposed FY2019-20 and FY2020-21 budget for adequate funding for fixed operating expenses as well as funding to carry out services and programs associated with the three elections scheduled during the period encompassed by the budget.
- B. The Department's proposed budget was heard in the Board of Supervisors' first Budget and Finance Committee Hearing on June 12 and the second hearing will occur on June 19.
- C. In accordance with local election law, the Department facilitated the filing of nomination papers for candidates running for the offices of Mayor and Board of Supervisors, District 5. The filing period closed on June 11; there are six qualified candidates for the contest for Mayor and four for the Board of Supervisors, District 5.
- D. In accordance with local and state election laws, the period for signatures in lieu of filing fee for candidates for the offices of City Attorney, District Attorney, Public Defender, Sheriff, Treasurer, Board of Education, seat 7, and Community College Board, seat 5 commenced on May 16 and will close on July 10.
- E. The Department continues to identify changes to the existing processes, procedures, and materials to be considered during the implementation of the new voting system.
- F. The Department has been and will continue developing plans and schedules to address a number of processes and deadlines associated with the March 2020 election that will overlap with the cycle of the November 2019 election.
- G. The Department has been participating in the Mock Election facilitated by the California Secretary of State (SOS). The goal of the Mock Election is to allow participating counties and the SOS to collaboratively test various election processes and procedures that will be used in upcoming statewide elections, using California's voter registration database and VoteCal. Areas of focus include registration maintenance, ballot processing, state candidate filing, and election night reporting. The Mock Election provides the opportunity for the Department to take a hands-on role in the planning, performance testing, and analysis of findings, in relation to changes and new functionalities within VoteCal, and suggest improvements on a statewide level.

III. To supplement its outreach efforts to current and prospective voters, with a focus on the new ranked-choice voting ballot format and the new voting system, the Department has announced the availability of funds and issued a Request for Proposals (RFP).

- A. The Department issued the RFP on May 31 seeking proposals from non-profit and community-based organizations who can assist in disseminating information to City populations prior to the November 5 election.
- B. The Department created a new page, *sfelections.org/RFP2019*, on its website with information about the RFP. The homepage of *sfelections.org* features an announcement regarding the availability of funds and RFP.
- C. The anticipated schedule for selecting grant recipients follows:

EVENT	DATE
RFP issued by DOE; posted on <i>sfelections.org/RFP2019</i>	5/31/2019
Written questions due	6/6/2019
DOE answers posted on <i>sfelections.org/RFP2019</i>	6/10/2019
Proposals and applications due	6/14/2019
Proposal review period	6/17/2019 – 6/28/2019
Notice of intent to award grants issued by DOE	7/1/2019
Five-day protest period ends	7/9/2019
Grant negotiations and final Work Plan submissions	7/10/2019 – 8/9/2019
Grant term begins	8/12/2019
Training and distribution of materials to grantees conducted by DOE	8/12/2019 – 8/16/2019
Outreach by grantees begins	8/19/2019
Grantees provide biweekly reports	8/19/2019 – 11/4/2019
End of grant term	11/5/2019

IV. The Department continues to conduct and participate in outreach events to educate the public about the new ballot format and new voting equipment.

- A. The Department's Outreach team continues to facilitate hands-on voting system demonstrations, providing San Franciscans with the opportunity to practice marking a demonstration ballot and ask questions about the new voting system and ballot format. In the past month, events were held at local hospitals and short- and long-term care facilities, local library branches, and community-based organizations serving seniors and limited English-proficiency residents.
- B. The Department has been airing ads informing San Franciscans of the new voting system and ballot format changes on KCBS – All News, KGMZ – The Game, the official station of the Golden State Warriors, KRBQ – Q102 (Rhythmic Adult Contemporary), and KPOO – Poor People's Radio station.

- C. The Department has placed ads in local neighborhood newspapers including Bay Area Reporter, Castro Courier, El Tecolote, Marina Times, New Fillmore, Noe Valley Voice, Potrero View, Richmond ReView, San Francisco Bay View, Sunset Beacon, Westside Observer, and West Portal Monthly.
- D. The Department has begun distributing election-specific educational print materials to community members and organizations. Materials have been designed to provide information about the upcoming election and are available in English, Chinese, Spanish, and Filipino.

V. The Department is making the final preparations to relocate its warehouse.

- A. Building permits for the buildout of Pier 31 were approved in May, except for the permit to install the fiber cable for internet connectivity and the build out of the new security system.
- B. The security fencing that separates the Department's leased area from the rest of the Pier 31 facility has been assembled, creating a secured facility for the Department to operate.
- C. The San Francisco Port Authority (PORT) is continuing the repair of windows for the site.
- D. The Department of Public Works Bureau of Building Repair (BBR) has been working on the buildout of the site's electrical systems and preparing for the installation of the shelving units.
- E. At the Department's current warehouse, Pier 48, materials that will be moved to the new facility have been staged for loading onto trucks, and pallet storage racks have been disassembled.
- F. The Department is scheduled to vacate Pier 48 by June 28.