



CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF ELECTIONS

John Arntz, Director

Memorandum

To: Elections Commission
From: John Arntz, Director
Date: November 18, 2019
RE: Director's Report: November 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 report issued in relation to the Elections Commission meeting on October 16, 2019.

- I. **The Department continues to conduct post-election activities associated with the November 5 election.**
 - A. The Department expects to complete the Official Canvass during the week of November 18th and certify shortly thereafter.
 1. The Department will post on its website final election results and the images of voted ballot cards cast in the election.
 2. Department personnel have been reviewing all ballot card images prior to posting. Personnel are redacting any personal information, as defined in the state election law, in addition to any identifying marks that voters placed on their cards.
 - B. The Department completed the processing of payroll for nearly 2,000 poll workers and 450 polling place providers and expects to issue election checks during the week of November 18th.
- II. **The Department continues to identify and procure resources and to hire, onboard, and organize temporary personnel necessary to conduct the March 3 election.**
 - A. The Department has commenced the hiring of temporary staff to assist the Department with the March election's various processes and activities. Several divisions in the Department will need to increase their staffing levels commensurate with the projected workload and complexity of the March election.
 - B. The Department has begun preparing requests for funding necessary to support fixed and variable expenses for services and programs associated with the two elections scheduled during FY2020-21 and FY2021-22 budget period.
- III. **The Department continues to plan and administer the many processes required to conduct the March 3 election.**
 - A. The Department is preparing to send approximately 110,000 postcards to voters with No Party Preference (NPP) informing them about their ballot options and the actions that voters will need to take to receive a crossover ballot. Each postcard will contain a postage-paid detachable portion that voters can fill out and return to the Department to request a crossover ballot.
 1. On October 21, the Secretary of State (SOS) issued an advisory notice that the American Independent, Democratic and Libertarian parties will allow NPP voters to vote in the parties' presidential primaries on March 3.
 2. Changes in state election law removes the requirement that NPP voters "personally affix," or write, the name of one of the parties when requesting a crossover ballot. Now, elections departments can accept

crossover requests electronically and telephonically. Now, NPP voters may request a crossover ballot via the Department's Voter Portal at sfelections.org/voterportal, and by calling, emailing, or sending a fax, completing and returning the postcard, or visiting any voting center or polling place. Also, a valid request no longer requires a voter's signature.

3. The Department is planning the staffing resources necessary to process returned postcards and answer voter inquiries resulting from the mailings.
 4. The postcards are scheduled to be mailed out on November 23.
- B. The Department has begun revising its processes and materials to prepare for administration of conditional registration and voting at the polls.
1. Changes to state elections law allow voters to benefit from conditional voter registration at polling places, in addition to voting centers, beginning with the March 3, 2020 election. This expansion of conditional voter registration means that people can register or update their registration information on Election Day at any polling place in San Francisco.
 2. The Department will develop new outreach materials, adjust certain processes, and revise training materials to prepare Department personnel and poll workers in supporting voters who utilize conditional voter registration at the polling places.
- C. The Department has begun prepare ballot templates and production plans and timelines for the March 2020 election. Most of the ballot-related work, including organizing a matrix of the City's jurisdictional ballot types, receiving information on state measures and federal and state candidates from the Secretary of State's office, proofing ballot content and layout, and providing final proofs to the layout and printing vendors will occur during the last three weeks of December. In early January, the Department will be focusing on audio, touchscreen, and downloadable ballot formats. All ballot formats must be produced by January 18 to meet the statutory deadline of transmitting ballots to voters serving in the military or living overseas.
- D. The Department will organize the start of meetings on November 25 of the Ballot Simplification Committee. The committee must conclude preparing digests of local ballot measures by Monday, December 9. The digests are published in the Voter Information Pamphlet.
- E. In accordance with local and state election laws, the nomination period for judges of the Superior Court commenced on November 11 and will close on December 17.
- F. The nomination period for candidates for County Central Committee/County Council started on September 27 and will continue through December 6.