Santa Clara County Registrar of Voters
Language Accessibility Advisory Committee (LAAC)
Meeting Minutes

1400 Parkmoor Ave., San Jose, CA 95126
Cupertino B Room
June 19, 2019, 3:00pm

Members Present: Erin Choi, Maryl Dean from the Language Arts at Evergreen Valley College, Yeshi Teklemichael, Efrain Delgado from the Civic Engagement ALA, Jonathan Stein from the Voting Rights Program Asian Law Caucus, Jessica Ho and Katherine Power (on conference call) both from North East Medical Services

Staff Present: Michael Borja, Shannon Bushey, Vanessa Hamm, Andrea Solorio, Michael Borja, Magdalena Sta Maria, Priscilla Favela, Janora Davis, Allen Ocampo, Robert Wiedlin, Lynh Nguyen, Virginia Bloom, Michelle Tran, Christina Rivera, Adrian Garcia, Paulo Chang, Alfred Gonzales, Eric Kurhi, Jacob Salazar, Rachel Jung, Smita Shah, Liz Oviedo, Chipo Mulenga, Edwin Torralba, Thuy Tien Bui, Jose Posadas, Aaron, Jacob Salazar, Stephanie Duarte, Carmelita Aldana, Mike Fong, Virginia Bloom, Darren Tan

Action Items:

- Jonathan to send his CBO to Rachel.jung@rov.sccgov.org
- Delgado to send CBO list to Rachel.jung@rov.sccgov.org
- Email thread to be started with members
- Help send any organizations the EAP schedule and can fill out a feedback form or send a feedback email to voterschoice@rov.sccgov.org
- If you know of any locations that fit within the criteria for Vote Centers, please email voterschoice@rov.sccgov.org
- Erin to provide Eric with on-demand platform
- Give Marylin skype conference info

I. Welcome and Introductions – Darren Tan, Administrative Services Manager provided the following:

   i. Staff introductions
   ii. Committee members

       - The committee is still accepting applications, this is a public forum for everyone to join and provide feedback and comments.

II. Approval Previous Meeting

   i. Members to review and approve minutes
III. Actionable Items
   i. Recruitment of members for mandated languages. ROV is doing a comprehensive outreach to various communities via email, call outs, and closely working with the City Managers and City Clerks. Spanish speaking committee member is very important. Several contacts were given by some of the committee members:
      • ACII
      • PACT
      • Siren
      • Somos Mayfair
      • Buildings Skills Partnership
      • LED Filipino
      • American Muslim Voice
      • VIVO
      • Vietnamese American Roundtable
      • Sacred Heart Community Services
      • PARS Equality Center

IV. Mission Development
   i. Proper language terms must be used as some connotes a deficiency e.g. limited English proficiency. English Language Learner is typically used. ROV BLD uses Voters that primarily speak another language other than English. Some suggested “forum” as it conveys working together on a set of issues.

V. Meeting Schedule
   i. Darren has reiterated to the group the goal for all the committee members to have access to the meetings. Discussion on the frequency, time, day of the meeting. Some attendees suggested their location availability but because of parking and other facility issue it was decided that the best location is Sobrato as it is convenient to all members. It was decided by the committee to have it once a month. Weekdays, no Fridays, in the morning from 10AM to 12PM or 3PM to 5PM. Darren has suggested to check our website for resources. http://www.sccvote.org/voterschoice
   ii. Attendee question:
      Is there a way to talk about ideas with members? Some LAAC members have no communication?
      RESPONSE: ROV has an email thread where they can communicate.

VI. Election Administration Planning
   i. Shannon Bushey handed out EAP schedule to the members, with the goal to gather input from the community, i.e. ideas for advertising, ballot drop box locations etc. ROV is gathering input, the draft must be presented 14 days before EAP August 30, 2019 BOS hearing/meeting. Refer to ROV Website for more information on LAAC, VAAC, & EAP. Help recruit people to attend. The SOS has many resources on the EAP to reference.
   ii. Attendee Questions:
Volunteer: Is the information related to language access in the EAP? Requested to have draft be ready 2 weeks before August 30 to be reviewed by the members preferably included in the next LAAC meeting. Per Election code, there is a 2-week review period. NAPA has released their EPA this week to finalize it in the fall. Every county released the English version then does the translations.

RESPONSE: The draft should be ready sooner because it needs to be translated, and it takes 3 to 4 weeks to translate before August 30 meeting, and another amended one to take input. The ROV has contracted an outside vendor to translate ROV materials and is certified by the County. Discussion regarding official ballots in different eight mandated languages will occur. The ROV has sought assistance from the committee for options on how to advertise in different language communities.

VII. Vote Center Maps presentation and general discussion by Aaron Wong, Mapping Division
a. Overview
b. 11-days
c. 4-days
d. Drop-box locations
e. 14 criteria for selecting locations
f. Morgan Hill and rural areas will remain, per ROV

i. Attendee Questions:

There used to be 800 voting centers, in the map there are less than 100, how will the 120 be dispersed?

RESPONSE: The map being shown has 50k voters, we have another map that are subdivided by 10k. Some vote centers are open for 11 days and others for 4 days. 11-day requirement is to have 1 for every 50k and the 4 day are open for every 10k. ROV will add voter drop boxes. ROV’s Public and Legislative Affairs division is

ii. In each instance you’ll have one on each unit on the map identifying areas, are you doing analysis? Are you going to share publicly where the vote centers have landed? Napa sat down community advocates and had conversations and showed transparency, will you do the same?

RESPONSE: Using data from Census from language and we can show these types of communities that offer specific services. ROV will do own maps and combine with Mindy’s organization heat maps. ROV will share to public where the vote centers are.

iii. Napa sat down community advocates and had conversations and showed transparency, will you do the same?

RESPONSE: We will have some form of that. And we are keeping records of how much they are offering, and we will do our best to share.

iv. Dropbox locations, are they exterior or interior? Exterior ones are they located outside of government buildings? Have you considered grocery stores and other high traffic locations? I recognize they offer advantages, but there are far more people going to Safeway and Walmart...
compared to city hall. Movie theaters, valley fair, there are way more people going there than a County Office.

RESPONSE: Majority are exterior, metal boxes designed for weather and 24/7. Interior are mostly in City Halls. City libraries, colleges, government offices, we are shooting for 78 and open to suggestions. We are also looking at fire stations.

v. Anyone can drop off in any location? We are talking about people who are already around the area. The bill in legislature that would add to the list by 1, which is college campuses, are you anticipating community colleges SJSU in analysis.

RESPONSE: We are talking to everyone, and we have landed SJSU and possibly West Valley Community college and other colleges, but they must be open to the public and not just the students.

VIII. Advertisements and Outreach discussion by Eric Kurhi, Public and Legislative Affairs.

a. Introduction about PLA

b. Advertising and outreach via online and newspapers or any PSA’s let us know, especially if it’s free

c. How to reach to various communities, what publications and other ideas

d. Social Media Outlets

e. Potential locations – anyone has access to a hall please let ROV knows

Attendee suggestions: Possible locations for advertisements:

- School, ads on buses and the movie houses e.g. ESSJ Eastridge, which is heavily populated in English and Spanish.

- Korean drama, there is always 2 ads on-demand. English is ok but with subtitles. Vietnamese are big in watching Korean drama. Erin Choi will send to ROV staff a list.

- KTSF, Sing-Tao, SkyLink, On Demand, Filipino Channel ABS-CBN, through evening Filipino news. Special Filipino event in summer at Staples Center, Adobo Festival, and at Union Square.

- South Asian community people are in What’s App, create group text and have multinational chat groups. You can create groups that are uni-directional with an Admin that can only make post. Instead of mailing list, they just had a What’s App group and became a community newsletter. For publications, there’s newsletter magazines like India West which is one of the most prominent.

- WeChat there is a nebulous government system that the China government oversees the app but be cautious.

- Facebook ads

- Viber, church gatherings, other denominations, and mosque. We put ads in the parking lots during church. Yeshti to provide info. Each year we have 4 to 5 k attending, we would be
happy to host a booth.

IX. Public feedback, questions and/or concerns important to Committee

X. Recruitment of new members

XI. Next Meeting:

i. Tentative dates because of location.

- Wednesday 17th and 24th of July
- Location
- 10 am to 12 pm, or 3 pm to 5 pm

ii. Next Meeting Agenda Creation

- A list of tasks that are coming. To help start thinking ahead.
- What are your plans for recruitment for bilingual poll workers, what are traditional approaches and how are you supplementing? There are many ways to reach out to communities, what events do you plan on being at? October 14 an example of Ethiopian community. We can put together a robust list and keep supplementing the list.
- VCA requires 3 voting contacts by mail, can you share what the mailers look like, how are they translated, size, and would be great to see before they go out. It would be great to share them in draft form. Bring the community in early in the process will be helpful.
- ROV will set these items on the Agenda

XII. Announcements

XIII. Panel Q&A – questions were asked throughout the meeting and the Q&A session received no additional questions.

XIV. Meeting adjourned at 5:00PM