Language Accessibility Advisory Committee Meeting Minutes
Jun 25, 2020 | 1:30-3:00 via Zoom

Join Zoom Meeting
https://sccgov-org.zoom.us/j/96398817976?pwd=UnJlbEc4QjU4NDN6ZE1uNSttMmk0Zz09
Meeting ID: 963 9881 7976                                                 Password: 618228
Phone in: (408) 638-0968

Members: Serene Kim, David Kim, Frank Valenzuela, Vishnu Karnataki, Adria Orr, Christopher Chin.
Staff: Shannon Bushey, Evelyn Mendez, Virginia Bloom, Mike Fong, Paulo Chang, Julia Saenz, Alfred Gonzales, Liz Oviedo, Christina Rivas-Louie, Michael Borja, Chipo Mulenga, Rachel Jung, Fangchun Tsai, Stephen Klein, Kellie Siegel.

Introductions

I. Review and approve minutes
   i. May 28, 2020 minutes
      • Shannon Bushey made the motion to approve, seconded by Member David Kim.

II. Agenda
   I. ROV Division Reports
      i. RAVBM (Alfred Gonzales, VBM Manager)
         • Statistics from Democracy Live show large increase in RAVBM usage in March 2020 Election. Trend is expected to increase more for November election.
      ii. Outreach (Paulo Chang, Precinct Ops Manager)
         • VEOC
            a. VEOC is essential for informing the community of changes in voting due to COVID-19 and encouraging VBM as the safest voting method. Next meeting is 7/7/20 at 6 pm on Zoom.
            • Outreach plans
               a. All events are currently canceled while meetings are being shifted online.
               b. ROV requests help from committee to recruit staff that are bilingual. ROV is conducting interviews for leads to staff vote centers. ROV needs over 200 leads and over 1,400 Election Aides.
      iii. “How to” Video Demos (Evelyn Mendez, PLA Manager)
         • There are 5 “How to” videos linked on ROV’s website for sharing with the public for educational and informational purposes. Videos are subtitled in 9 languages.
      iv. New ROV Logo (Evelyn Mendez, PLA Manager)
         • ROV has launched a new logo that will be seen in publications.
      v. VARF – (Julia Saenz, VRD Manager)
VRD presented a revised Voter Action Request Form (VARF) to incorporate the additional languages now available. VARF will allow a voter to select a facsimile ballot in either Gujarati, Tamil, Telugu, Punjabi, or Nepali. Committee is encouraged to provide feedback on any edits that may make form more friendly. Voter must be aware that they cannot get an official ballot in one of these languages for the November Election.

II. November Election
   i. Bilingual Hiring – (Liz Oviedo, BLD Manager)
      • ROV is seeking to hire bilingual staff who read, write, and speak English and one of the 13 other languages. The job opportunity has various placements within the ROV and would last roughly from August - November.
      • Member requested ROV to provide a write up for bilingual recruitment with accompanying attachments so they could share with their community members.
   ii. COVID Status – (Shannon Bushey, ROV)
      • What is the sanitizing process?
        a. Vote Center employees will be provided with face shields, masks, and gloves. There will be staff sanitizing surfaces and voting equipment after use. ROV has an internal committee working to set up policies and procedures for health and safety of all employees, as well as voters in office and at the Vote Centers using guidelines from Public Health and the CDC.
      • How are we preparing to assist voters at a Vote Center?
        a. Voters will be provided with disposable mask and gloves. There will be self-serve hand sanitizer pumps, and a stylus pen that can be disinfected so voter does not have to touch screens on voting equipment. There will be clear plastic shields for pollbook stations and other voter service points.
        b. Greeters will be stationed outside each vote center to limit the number of voters entering the site at one time to ensure social distancing standards. There will be clear markers ensuring 6 ft distancing between voters. ROV provided visual layout of how social distancing would be organized in a vote center.
      • What are we doing to educate the community on the new norm at the Vote Centers?
        a. VEOC meetings, outreach events, and publications will be dispersed to inform the public.
   iii. Executive Order Updates (Shannon Bushey, ROV)
      • There have been 2 executive orders issued by the Governor, one of which is to mail all voters a ballot. There is currently opposition challenging the Governor's authority to issue an executive order.
   iv. Legislative Update - (Shannon Bushey, ROV)
      • AB 860: Makes RAVBM accessible to all registered voters. Requires use of a ballot tracker program. Ballot postmark +3 has been changed to Ballot postmark +17. Allows ROV to open ballots 29 days prior to Election Day rather than the previous 10 days.
      • Proposed SB 423: Decreases VCA counties’ requirements to have vote centers open for 11 to 4 days. Does not change the number of vote centers required to be open, which in Santa Clara is 100 vote centers (1 per 10,000). If passed, ROV may still consider 11-day vote centers in some areas.
III. **Next steps**
   I. Future meeting key dates
      i. **Jul 30, Aug 27**
   II. Future agenda items