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## **PLACER COUNTY ELECTIONS OFFICE**

### **Placer County Voting Accessibility Advisory Committee**

#### **August 3, 2023 Meeting Minutes**

**Date:** 08-03-23

**Time:** 3:30 PM – 4:48 PM

**Location:** Training Room, Placer County Elections Building, 3715 Atherton Rd, Rocklin, CA 95765

**Via Zoom:**

<https://placer-ca-gov.zoom.us/j/95393193932>

**Telephone:** +1 877 853 5247 US Toll Free or 888 788 0099 US Toll Free

**Webinar ID:** 953 9319 3932

**Or Telephone:** +1 888 788 0099 US Toll Free or 877 853 5247 US Toll Free

**Webinar ID:** 955 6501 8983

**Present in Person:**

- VAAC Committee Members: Barbara Smith, Rebecca Hensley
- Elections Staff: Ryan Ronco, Stephen Aye, Philip Chantri, Stacy Robinson, Oscar Mancilla, Marcus Smith, Ali Sherazee, Mason Gray, Hana Uhler
- IT Staff: Jeremy Kelley

**Present Online:**

- Advocacy Group Representatives: Fred Nisen, Lauren McLachlan

#### **Minutes**

##### **I. Elections Staff/Attendee Introductions**

- a. VAAC members and other attendees were welcomed and thanked for their participation. Elections staff were introduced to membership. VAAC members and advocacy group representatives introduced themselves.

## II. Committee Role

- a. Overview of committee's role: typical committee discussion topics, projected meeting schedule, expectations of members

## III. Presentations:

### a. *VCA/Draft Election Administration Plan (EAP)*

- i. Overview of the Voter's Choice Act (VCA) and its requirements for implementation: Election Administration Plan (EAP), vote centers, drop boxes, accessibility assessments, etc.
- ii. Information on what VCA requirements Placer County has already fulfilled (issuing vote-by-mail ballots to all eligible voters, the use of drop boxes, etc.) was also shared.
- iii. Copies of drafted EAP were distributed to meeting participants. Request was made that all VAAC members and any other interested parties closely review the document and offer any feedback to the Elections Office.
- iv. Overview of EAP public comment requirements/schedule provided.

### b. *Selected locations for Placer County vote centers and drop boxes*

- i. List of tentative vote centers reviewed and discussed. It was noted which locations were scheduled to be open for 11 days, and which for four.
- ii. List of tentative drop boxes reviewed and discussed. It was noted that all 27 locations were verified as accessible to disabled voters, as well as which locations had "drive up" capability, and which were accessible 24/7 versus specific days and hours.

### c. *Factors in choosing vote centers*

- i. Presentation of a new web-based tool that demonstrates mitigating factors in the selection of locations of vote centers and drop boxes throughout Placer County. Also known as StoryMap, the tool will soon be available online for all interested parties.
- ii. When selecting tentative locations for vote centers and drop boxes, the following considerations included, but were not limited to the following: proximity to public transportation, areas of low mail ballot utilization, high-density population centers, locations of language minority communities, higher rates of residents with disabilities, lower rates of personal vehicle ownership, locations of low-income and disadvantaged communities.

d. *HAVA diagram packet with larger mitigations for discussion*

- i. Diagrams of the interior, exterior and parking lots of prospective vote centers were shared with the group. Noted on the diagrams were projected locations of the following: precinct tables, ballot boxes, BoD printers, ballot scanners, accessible ICX, voting booths, electrical outlets, restrooms, and any identifiable hazards or barriers.
- ii. Notes and photographs detailing how the Elections Office will meet HAVA (Help America Vote Act) requirements were included for each tentative location.

**IV. Discussion on mitigations**

- a. There were no additional comments on planned mitigations.

**V. Questions & Answers**

- a. It was asked if there were any 1-day vote center locations. Mr. Chantri replied there are only 4- and 11-day vote center locations, but that there would be 29-day early voting at the Elections Office in Rocklin.
- b. It was asked if the number of drop boxes installed throughout the County was limited by financial constraint. Mr. Chantri responded that it wasn't so much financial limitations as logistical (finding and securing appropriate locations). Mr. Ronco added that utilization of drop boxes to return a voted ballot was becoming more popular with voters than the post office, thereby saving the County money by reducing the amount spent on return postage. But existing logistical issues meant that, at a certain point, adding more drop boxes would no longer be cost-effective.
- c. It was asked if the County would consider adding vote centers and/or drop boxes for the Punjabi population, specifically at the Sikh Temple in the City of Roseville. Mr. Chantri replied that if a location met accessibility requirements, all such requests would be considered, and that they could be added to future meeting agendas for discussion.

**VI. Future Agenda Items**

- a. The next meeting of the Placer County VAAC is scheduled for Thursday, September 7, 2023 at 2:00 p.m., to be held both online and in-person in the Training Room at the Placer County Elections Office; 3715 Atherton Rd., Rocklin, CA 95765.
- b. While the EAP is under public review, meetings will be held once a month, typically on the first Thursday of each month. (Meetings will eventually be held quarterly.)
- c. The September meeting of the VAAC will primarily focus on updates made to the EAP, reviewing feedback offered to the Elections Office during public consultation meeting(s), and discussing any additional feedback provided by membership and interested parties.