



Agenda

San Joaquin County Election Advisory Committee

San Joaquin County Administration Building, Training Room 146

44 N. San Joaquin St.

Stockton, CA 95202

Thursday, April 11, 2024, 6:00 PM

I. Call to Order

- 1) Pledge of Allegiance
- 2) Roll Call

II. Approve Minutes

- 1) Election Advisory Committee – Regular Meeting – January 4, 2024

III. Consent Items (*No Action or Possible Action Requested*)

- 1) Receive the Amended Plan for Formation Approved by the Board of Supervisors on March 7, 2024
- 2) Receive a Report on the 2024 Presidential Primary Election from the Registrar of Voters

IV. Presentations/Reports

- 1) Receive a Report on Drop Boxes – Holly Moore
- 2) Receive a Report on Polling Locations – Melanie Knott

V. Public Comment

VI. Registrar of Voters Comments

VII. Committee Comments

VIII. Schedule Next Meeting

IX. Adjournment until the next meeting in May 2024 as identified by the Election Advisory Committee in accordance with the Comprehensive Plan for the Election Advisory Committee.

Election Advisory Committee:

AMENDED

Comprehensive Plan for Formation¹

Purpose: The Election Advisory Committee (EAC) will provide recommendations to the Board of Supervisors and the Registrar of Voters office to reform the public's perception of the integrity of the electoral process and to increase voter confidence, public trust and voter engagement in the County. It will also provide a platform for voters to receive information, ask questions and raise concerns about the electoral process.

Composition:

1. Chairperson to be appointed annually by the EAC Board of Supervisors designee. The Chair of the EAC will be: (a) an individual citizen member; (b) a verified registered voter, as confirmed by the ROV; and (c) ideally possess experience in conducting public meetings.
2. The Committee shall consist of one Board of Supervisors designee and five appointed members and five alternates with each member of the San Joaquin County Board of Supervisors nominating a member and an alternate. Alternates are expected to attend meetings. If the formation of the EAC is approved by the Board of Supervisors on April 11, the first round of appointments will occur May 23.
3. All members appointed by the Board of Supervisors will be required to attend training. Training dates and registration information will be provided by the Clerk of the Board upon appointment.
4. Members of the Committee shall be registered voters in San Joaquin County.
 - a. Individual citizens wishing to serve in this capacity must submit an application.
 - b. In the event an appointee no longer resides in the supervisorial district that they were appointed to represent, it is the appointee's responsibility to notify the Chair of the EAC and the office of that supervisorial district, in writing.
5. Demographical representation throughout the County is highly desired.

Term: (*As Amended*) Members will be appointed to a two-year term and serve no more than two consecutive two-year terms, as this is in alignment with election cycles. Terms shall be staggered for the committee members.² The two-year term for members from odd-numbered districts (1, 3,

¹ The Comprehensive Plan for Formation of the San Joaquin County Election Advisory Committee was approved by the Board of Supervisors on April 11, 2023 (B-23-164). On February 6, 2024, pursuant to Board Order No. 24-81, the Comprehensive Plan for Formation was amended by the Board of Supervisors to reflect changes to two sections within the Plan: Term and Meetings.

² On May 23, 2023, all EAC members and alternates were appointed by the Board of Supervisors to serve two-year

& 5) will expire in odd-numbered years. The two-year term for members from even-numbered districts (2 & 4) will expire in even-numbered years.

Meetings: This will be a standing Board-appointed advisory committee and all meetings will therefore be open to the public and subject to the Brown Act. Meeting location and times to be determined.

County Staff Participants: The following County staff will provide support to the Committee:

1. County Administrator Staff will assist the EAC Chair with preparing the agenda and reviewing agenda items with input from the Board of Supervisors designee.
2. Registrar of Voters– will provide information on the election process for San Joaquin County and respond to feedback.
3. County Counsel – in the capacity as counsel to the ROV, will provide clarification on election law.

Any resources necessary for the support of the EAC and their meetings shall be approved by the Board of Supervisors as part of the departmental budgetary process.

Meeting Schedule: (*As Amended*) The proposed meeting schedule is structured so that the EAC meets six (6) times in the year statewide elections are held, and a minimum of two (2) times in the year when statewide elections are not held.

2023

1. The first meeting shall be scheduled after the EAC has been formed and the Chair appointed, but no later than June 15, 2023.
2. The second meeting shall be scheduled in August 2023.

2024

The Committee will meet a total of six (6) times during a statewide election year as proposed below.

- *Presidential Primary Election* (held on March 5, 2024)
 - 1st Meeting – January (45 days prior to the election)
 - 2nd Meeting – April (after the Board accepts the certified election results)
 - 3rd Meeting – May (30 days after election results are certified and forwarded to the Board of Supervisors)
- *Presidential General Election* (held on November 5, 2024)
 - 1st Meeting – September (60 days prior to the election)
 - 2nd Meeting – October (30 days prior to the election)
 - 3rd Meeting – Late December 2024/Early January 2025 (30 days after results are certified and submitted to the Board of Supervisors)

terms. (B-23-221) On February 6, 2024, in furtherance of staggering the terms of the EAC members and alternates, the Board of Supervisors extended the initial term lengths for Districts 2 and 4 by one year thus resulting in the new rotation set forth herein. (B-24-81)

Roles and Responsibilities: County Staff

- Serve as a communication link between the EAC, County staff and the Board.
- Primarily responsible for providing technical assistance and administrative support.
- Ensure that meeting notifications and recordkeeping occurs consistent with applicable laws.
- Provide copies of all agendas and minutes to EAC members.
- Provide professional guidance and recommendations to the EAC.
- Maintain a positive working relationship with the Chair and EAC members.
- Focus the EAC's efforts on its Statement of Purpose.

Election Advisory Committee (EAC) Members Reporting Role:

Reporting: The EAC will advise the Board of Supervisors Designee and Registrar of Voters on new and recommended changes to existing programs, policies and procedures in alignment with the law for future elections.

Topics for the EAC to Review shall include but not be limited to:

Review current election law; clarify state mandates

Increase engagement in the election day process via polling locations, civic clubs, cbo's etc.

Improve voter trust in the process

Improve safety, security and accuracy of SJC Voting System In-depth review of voter and vote recordkeeping process Cleaning up voter rolls

Advising on the Voter's Choice Act

ROV answer questions from committee regularly

Inspect all machines, equipment regularly, review monthly inventory of all equipment Making election day a holiday

Tour and observe ROV facilities during, before or after the election period Review the way election updates are reported to the public

What can we do by ourselves?

Clarify in person poll ballots vs. provisional ballots on election day Increase civic engagement on election day

Improve overall voter engagement, education and experience

Community Engagement: The Clerk of the Board will advertise and announce the committee to all local media outlets including TV, Radio and Print in all incorporated cities, libraries, community centers, outside agencies and email subscribers.

Once the Clerk of the Board has created the Committee in Granicus and issued the press release, it will work with the ROV to coordinate additional press coverage on social media platforms and San Joaquin County and ROV websites.

Before the Board of Supervisors
County of San Joaquin, State of California

B-23-164

**Recommendation for the Board of Supervisors to Approve the Election Advisory
Committee’s Composition, Role, Responsibilities, and Operating Procedure**

THIS BOARD OF SUPERVISORS DOES HEREBY approve the Election Advisory Committee’s composition, role, responsibilities, and operating procedures; and

FURTHER, approve Supervisor Ding as the EAC Board of Supervisor Designee; and

FURTHER, approve allocating \$5,000 from Contingency Provisions Budget to the Registrar of Voter's Budget for administrative costs associated with the Committee.

I HEREBY CERTIFY that the above order was passed and adopted on April 11, 2023 by the following vote of the Board of Supervisors, to wit:

MOTION: Patti/Canepa/4-0

AYES: **Canepa, Patti, Ding, Rickman**

NOES: **None**

ABSENT: **Villapudua**

ABSTAIN: **None**

ATTEST: RACHÉL DeBORD
Clerk of the Board of Supervisors
County of San Joaquin
State of California



By: **Rachél DeBord**



April 8, 2024

MEMORANDUM

TO: San Joaquin County Election Advisory Committee
 FROM: Olivia Hale, San Joaquin County Registrar of Voters
 SUBJECT: Post-Election Update for the March 5, 2024, Presidential Primary Election

This memo is intended to give an update following the recent 2024 Presidential Primary Election in San Joaquin County. Our team has worked diligently to ensure a smooth electoral process and we are eager to share the outcomes and planned enhancements.

Voter Participation Overview

- **Total Voter Turnout:** 128,492 (34.9% of registered voters)
- **Vote-by-Mail:** 113,858 ballots cast
 - Returned via US mail: 64,753
 - Returned at drop boxes: 27,595
 - Returned to polling locations on Election Day: 21,510
 - 89,080 VBM ballots were returned to the ROV prior to Election Day
 - Drop Box Totals by Location:

<i>Location</i>	<i>Vote-by-Mail Ballots</i>
County Administration Building	3876
Tracy City Hall	3584
Manteca City Hall	2674
Marina Center N. Stockton	2622
Ripon City Hall	2334
Mountain House City Hall	1893
Lodi Grape Festival	1345
Quail Lakes Shopping Center	1240
Young's Payless IGA Lockeford	979
Four Corners Restaurant Tracy	916
Lathrop City Hall	906
CSU Stanislaus-Stockton	848
Stockton City Hall	810
Orlando's Market (Escalon)	715
Orlando's Market (Linden)	495
Ansel Adams Elementary N. Stockton	493
La Reina Supermarket Lathrop	487



<i>Location</i>	<i>Vote-by-Mail Ballots</i>
The Shops at Orchard Valley Manteca	423
Lomeli Gardens Lodi	357
Viaggio Estate and Winery Acampo	141
Clements Country Market	117
Kennedy Community Center S. Stockton	115
Elks Lodge Tracy	98
Circle K Farmington	81
ROV Warehouse	46

- **Early Voting:** 79 ballots cast
- **In-Person Voting:** 14,555 ballots cast, including Conditional Voter Registration (CVR) and Provisional ballots

Achievements and Enhancements

In-Person Voting

- **March Achievements:**
 - Implementation of on-demand ballot printing across all polling locations to assist provisional voters.
 - Introduction of precinct scanners to empower voters to cast their ballots independently.
 - Enhanced online election officer training developed in collaboration with the ISD media team.
- **Enhancements for November:**
 - Further improvement of hands-on election officer training to minimize errors and clarify the election officer manual.
 - Increase in polling locations to enhance the in-person voting experience, focusing on convenience and accessibility.

Drop Boxes

- **March Achievements:**
 - Installation of 25 Vote-by-Mail drop boxes with security enhancements.
 - Overhaul of chain of custody procedures, incorporating both digital and paper systems for increased transparency and integrity.
 - Deployment of surveillance cameras at all drop box locations.



- **Enhancements for November:**
 - Strategic relocation of drop boxes at Lomeli Gardens ROV Warehouse and Tracy Elks Lodge to improve voter access.

Election Results Schedule

- **March Achievements:**
 - Successful implementation of election updates on Mondays, Wednesdays, and Fridays.
 - Evaluation of this method to determine best practices for future elections.
- **Enhancements for November:**
 - A proposed transition to election updates twice per week, on Tuesdays and Fridays, allowing for the processing of a larger volume of ballots and reducing staff burnout.

Conclusion

The dedication of our team and the cooperation of the San Joaquin County community were instrumental in the successful execution of the 2024 Presidential Primary Election. We are committed to continual improvement and look forward to implementing the planned enhancements to further refine our electoral process.

We welcome any feedback or suggestions from the committee to aid in our efforts to ensure a transparent, accessible, and efficient election process in San Joaquin County.

OH