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**REBECCA SPENCER**  
Registrar of Voters



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**ART TINOCO**  
Assistant Registrar of Voters

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**REGISTRAR OF VOTERS**  
COUNTY OF RIVERSIDE

**Voting Accessibility Advisory Committee (VAAC)**  
**Meeting Minutes**  
**September 24, 2015 | 10:00 a.m.**

***Committee Members:***

Julie Caban, Chair  
Larry Smith, Co-Chair  
Diane Gamache, Committee Member  
Pauline Gaeta, Committee Member  
Chuck Reutter, Committee Member  
John Kopp, Committee Member  
Debbie Keller, Committee Member  
Elizabeth Santos, Committee Member  
Mario Janesin Jr., Committee Member

***Guests:***

Ray Kennedy  
Foster Tucker  
Sally Cernie  
Renee Darkhan  
Peter Benavidez  
Feliciano Godoy  
Robin Unruh  
Bryan Finney, Democracy Live  
Todd Brucchieri, Democracy Live

***Registrar of Voters Staff:***

Art Tinoco, Assistant Registrar of Voters  
Chris Neubauer, Chief Deputy Registrar of Voters EO & Polls Division  
Annette Canada, Elections Coordinator

***Meeting Commenced at 10:03a.m.***

***I. Welcome/Introductions***

Introductions were made of the following staff: Assistant Registrar Art Tinoco, Chief Deputy of the EO & Polls Division Chris Neubauer, Committee Chair Julie Caban, Committee Co-Chair Larry Smith, and Elections Coordinator Annette Canada. Following staff introductions, attendees of the meeting made introductions.

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**II. Presentation – Democracy Live**

Bryan Finney, President of Democracy Live, gave a presentation on LIVE BALLOT which provides accessible, audio enabled sample ballot and voter guide information to all voters, including those with disabilities. This product is approved by the United States Department of Health and Human Services for use as a voter information tool for disabled voters. The current sample ballot available on the Riverside County Registrar of Voters website does not work well with screen readers. The LIVE BALLOT product has been tested and does function properly with screen readers. Voters would be able to access LIVE BALLOT via the Riverside County Registrar of Voters website. Foster Tucker asked if the program has the ability to track public use of the site. Mr. Finney stated that Democracy Live does not track the usage of the website; however, it can be requested via Google Analytics. Mr. Tucker also asked how the County is billed for use of the program; the county is charged a flat rate fee for use of the program.

**III. Official Appointment of VAAC Members**

VAAC certificates and welcome letters were presented to the newly appointed VAAC Members, Chuck Reutter, Clarissa Perez Cervantes (not present), Elizabeth Santos, Debbie Keller, Roderic O. Ballance (not present), and Sabrina Cervantes (not present). New VAAC Members appointed were congratulated by the group.

**IV. Local VAAC and Registrar of Voters Accessibility Updates**

Grant – The first part of the HAVA grant received, in the amount of \$24,304.00, was used to purchase 250 curbside voting devices that will be used in the upcoming November 3<sup>rd</sup> election. ROV requested feedback from the committee, via emails in June and August, regarding use of available grant fund totaling \$40,546.31. These funds must be expended by June 30, 2016. Mr. Reutter asked for a list of the available items that can be purchased with the grant funds; Mr. Tinoco stated that the list will be sent to the committee members. A discussion regarding how to best utilize the funds occurred. A suggestion was made by Mr. Tucker to use available funds to fix the sample ballot currently on the website instead of outsourcing the work to another company. Another suggestion was made by the committee to provide chairs at polling places for individuals who have a hard time standing in lines for long periods of time. Mr. Tucker asked if data can be provided for the November 3<sup>rd</sup> election on how many times the ADA machines are working and used, how many times the door bells are used and accessibility inspector report so the committee can make better decisions. Mr. Tinoco will speak to the Registrar of Voters regarding the request for data and will email

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the committee with a decision. Mr. Tinoco thanked the committee for their feedback.

Inmate Voting – Chris Neubauer reviewed the recent changes to the Criminal Justice Realignment Act (CJRA) which does restore the right to vote to inmates with post release community supervision and mandatory supervision; if a person is a felon and on parole, they do not have the right to vote. ROV does work directly with the Sheriff's Office to ensure this information is disseminated to incarcerated citizens. John Kopp asked if there was any reference in the Election Code or Criminal Code stating that the releasing office or parole officer must inform the inmate of their restored right to vote upon release; Mr. Tinoco stated that he would research this item. Mr. Tucker asked if there are any programs set up with the jails, for inmates being released, to provide information regarding their rights to vote. Information pamphlets for incarcerated voters are provided to the jails for use by the inmates. Mr. Neubauer stated that ROV could potentially work with the Probation Office regarding voter outreach for parolees. Mr. Tucker asked if the Sheriff's or Probation's Offices have been invited to join VAAC; Mr. Tinoco will look into invitations to these offices.

Riverside County Accessibility Inspector Training Guide – An email was sent to VAAC members seeking input by October 2<sup>nd</sup>; copies of the Accessibility Inspector Training Guide were available if members wanted a copy. The training schedule for the Accessibility Inspector will be finalized next week and will be provided to the VAAC members. A suggestion was made to add a statement in the training guide regarding "What is Accessibility?" Mr. Neubauer encouraged the committee to send in their definition of "accessibility" so it can be incorporated into the guide.

**V. Status Report on the State VAAC**

Larry Smith reported that a State VAAC meeting will be held October 7<sup>th</sup>. The Secretary of State is aware of the suggestion, by this committee, to have Vote-by-Mail postage paid for everyone; this item will be on the agenda for the upcoming meeting. Assembly Bill 683, which will change the "Visually Impaired Advisory Board" to "VAAC", is on the Governor's desk as of September 10<sup>th</sup>. Mr. Smith will be sending the agenda for the state VAAC meeting to the committee members as soon as he receives it from the Secretary of State's office. Mr. Kopp asked if the "initial line" to become a permanent absentee voter could be changed to a check box on the voter registration card. He also asked if there is any outreach done to encourage voters to become permanent absentee voters. Mr. Smith stated that he will take the questions regarding the voter registration card to the Secretary of State's Office. Mr. Smith also stated that the sample ballots provide the voters with an option to become a permanent absentee voter. Mario

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Janesin Jr. asked if there was potential for sub-committees on a local level. Mr. Smith stated that the decision for sub-committees would need to be made by the entire committee; this item will be added to a future agenda.

***VI. 2015 Election Schedule –November 3, 2015 Consolidated General Election***

Julie Caban reported that the November 3<sup>rd</sup> Consolidated General Election will have an estimated 136,000 voters going to election. There will be 60 polling places with curbside door bells at every location. There are currently 10 Accessibility Inspectors that will be surveying all polling places for accessibility and 14 Range Inspectors that will be available to assist the election officers at the polls. The ballots for this election will be going out October 5<sup>th</sup>. There will be early voting offered on October 24<sup>th</sup> from 9am – 4pm at the Palms Springs Public Library. Early voting is also available at the Registrar of Voters office beginning October 5<sup>th</sup>. ROV will also be open Saturday, October 24<sup>th</sup> from 9am-4pm. Mr. Tucker asked for an update on activities for recruiting poll workers with disabilities. Mr. Tinoco has been communicating with LifeSigns and a flyer will be sent to their Director to be shared in their community. ROV is recruiting past poll workers due to the smaller size of the election. If the committee has any recommendations, please send them to Ms. Caban or Mr. Smith. Mr. Tinoco stated that the efforts to recruit poll workers will continue especially with a larger need in the June 2016 election. Ms. Caban reported that an ROV team went to the Blindness Support Center and gave training on the accessibility voting unit. A flyer is also being developed to recruit poll workers in the blind community. Mr. Tucker asked if data could be provided to the committee regarding the 60 polling places and the mitigations for each location; Mr. Neubauer will send the data to the committee.

***VII. Questions/ Comments***

Feliciano Godoy stated that the headphone jack on the audio device needs to be more accessible for voters to use their personal headphones, if they wanted to. The hole for the head phone jack is very deep and hard to find. Mr. Godoy asked if it would be possible to get an adapter for these machines for easier access of the head phone jack; Ms. Caban will follow up on this suggestion.

***VIII. Polling Place Accessibility Surveyor Training Video – Section 4***

The Voting Area - video was shown.

Those individuals who are joining us for the first time, packets are available. Inside the packet we have a copy of the "Accessibility Surveyor Training" video, SOS guidelines

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and a VAAC application. There are other handouts available, including poll worker applications, and voter registration cards. Please make sure you have signed in and given us your current email information. Next VAAC meeting will be January 28, 2016 at the Registrar of Voters' office. No other questions noted before adjournment. Meeting adjourned.

***Meeting adjourned at 11:45 a.m.***