
REBECCA SPENCER
Registrar of Voters



ART TINOCO
Assistant Registrar of Voters

REGISTRAR OF VOTERS
COUNTY OF RIVERSIDE

Voting Accessibility Advisory Committee (VAAC)
Meeting Minutes
October 15, 2020 | 10:00 a.m.

Members:

Julie Caban, Chair
John Kopp, Committee Member
Gabe Taylor, Committee Member
Janet Bernabe, Committee Member
Deborah Cole, Committee Member

Guests:

Marilyn Kopp
Ronak Patel
Gail Paulsen
Terri Tolls
Yolanda Rodriguez
Loretta Voges
Sarah Manwaring
Pilar Cole

Registrar of Voters Staff:

Rebecca Spencer, Registrar of Voters
Art Tinoco, Assistant Registrar of Voters
Paul Bugarino, Chief Deputy, Registrar of Voters
Malissa Kouba, Chief Deputy, Registrar of Voters
Valerie Reinhardt, Executive Secretary, Registrar of Voters

Meeting Commenced at 10:00 a.m.

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I. Welcome/Introductions

Introductions were made of the following staff: Registrar of Voters Rebecca Spencer, Assistant Registrar of Voters Art Tinoco, and Committee Chair Julie Caban. Following staff introductions, attendees of the meeting made introductions.

II. Approval of July 21, 2020 Minutes

John Kopp made a motion to accept the minutes; Gabe Taylor seconded. Minutes were accepted.

III. Update on November General Election

Julie Caban shared that the Registrar of Voters is implementing changes based on the recent Executive Orders issued by the Governor for the November 3, 2020 election. Those orders require all registered voters be mailed a Vote-by-Mail ballot as well as the availability of in-person voting with Vote-by-Mail drop off boxes available throughout Riverside County. The Registrar of Voters currently has 130 vote centers confirmed along with 80 vote-by-mail drop off sites. Ms. Caban shared that Remote Accessible Vote-by-Mail is available on our website at www.voteinfo.net. Ms. Caban shared that close of registration is October 19, 2020. Ms. Caban shared that Early Voting is scheduled for October 23-25 at The Galleria at Tyler, Westfield Mall in Palm Desert and The Promenade in Temecula from 10:00am – 4:00pm.

Rebecca Spencer shared that Voter Assistance Centers will be open from October 31 – November 2, 2020 from 9:00am – 5:00pm and November 3, 2020, 7:00am – 8:00pm. Ms. Caban shared that each vote center will be staffed with ten staff members with two assigned as a Lead and Assistant Lead. Paul Bugarino shared the Registrar of Voters is strongly encouraging voters to return their ballots by mail or utilize the drop off boxes throughout the county and only utilizing the Voter Assistance Centers for replacement ballots or additional assistance in an effort to

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adhere to the current COVID guidelines. Ms. Caban informed the committee of the “Where’s My Ballot” link on the Registrar of Voters website. The “Where’s My Ballot” tool is provided by the Secretary of State and allows the voters to check the status of their ballot as it is being processed. The tool allows tracking when vote-by-mail ballots are mailed, received and counted. Voters sign up at WheresMyBallot.sos.ca.gov to receive automatic email, SMS (text), or voice call notifications about their ballot.

John Kopp asked in regard to the Early Vote Centers, does the Registrar of Voters provide location information as far as where the vote center is located at each site. Ms. Caban shared that each location will have flyers posted throughout the malls providing direction for voters. Ms. Spencer also shared that the Registrar of Voters office plans to send out a Press Release that provides the exact locations of the vote center for each site. The County Voter Information Guide will also provide information on the vote centers. Ms. Spencer shared location information will also be posted on the Registrar of Voters website.

Gabe Taylor shared that he has received concerns from voters with disabilities whose signatures have changed over the years and if that would affect the process of their ballot. Ms. Caban shared that the signature verification process involves looking for similarities in the signature. In cases where the signatures do not match, the Registrar of Voters is required to send the voter a Signature Verification Statement to inform them of the discrepancy with their signature. The voter must return the Signature Verification Statement by the deadline provided on the statement.

Deborah Cole shared her concern with the recent news of false drop off ballot boxes. Ms. Spencer shared that the Registrar of Voters was informed that there are unofficial drop off boxes set up throughout the state of California. Ms. Spencer shared that she is currently working with the California Secretary of State and the California Attorney General on guidance of the situation. The states stance is that the unofficial drop off

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boxes are illegal while other organizations feel they are allowed under the law. Ms. Spencer shared that the Registrar of Voters office is encouraging voters to only use the 80 official drop off boxes that are listed in the County Voter Information Guide that is supplied by the Registrar of Voters. Ms. Spencer shared if a voter brings in multiple ballots the staff will handle them according to the California Elections Code where the voter is asked to complete the authorized agent portion of the envelope for the ballots to be processed.

IV. Discussion on the Selected Voter Assistance Centers & Drop Box Locations

Mr. Burgarino shared that upon receiving confirmation of the Executive Orders for the November 3, 2020 election, Government buildings were the first choice for Voter Assistance Centers and Drop Box locations. Utilizing government locations allowed the Registrar of Voters the ability to choose “cream-of-the-crop” locations that would accommodate social distancing requirements as well as provide ample parking for voters. Mr. Burgarino shared the EO-Polls staff carefully analyzed the population for each city to determine the number of Voter Assistance Center locations. He noted that the Executive Order stipulated that there must be one Voter Assistance Center site for every 10,000 voters. After the numbers were calculated, Registrar of Voters staff worked with agency partners to ensure that they were spread out for voters, including City Clerks and Board of Supervisors.

Ms. Cole asked if the Registrar of Voters is still accepting or recruiting volunteers for the Voter Assistance Centers? Mr. Burgarino shared at this time all 130 sites are fully staffed and there is a waiting list for some site.

Mr. Kopp suggested taking a picture of an official ballot box to notify the public between an official and unofficial ballot box. Mr. Kopp asked if there was a contingency plan to prepare the Voter Assistance Centers if the computer system crashes, will the centers be open later if any connectivity issues occur. Ms. Caban stated each of the sites are tested by the Riverside County IT Department to ensure internet connectivity. Routers

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will also be used at each Voter Assistance Center to ensure that there is a secondary connectivity in place.

Ms. Cole asked if voters can vote from home? Ms. Caban shared that Remote Accessible Vote-by-Mail (RAVBM) is available on the Registrar of Voters website. Remote Accessible Vote-by-Mail allows voters to vote from their home. After completing the ballot online, voters will need to print it out, sign it and mail it to the Registrar of Voters office for processing. Ms. Caban shared that the Accessible Voting Units will be available at the Voter Assistance Center.

Pilar Cole asked if people with disabilities are included in the poll worker system and what is the policy for requiring masks at the Voter Assistance Centers? Mr. Burgarino shared that volunteers have included people of all ages and abilities. Mr. Burgarino shared that all volunteers and Registrar of Voters staff are required to wear a mask at the Voter Assistance Centers. Voters who choose not to wear a mask at the Voter Assistance Centers will be encouraged to wear a mask while in the Voter Assistance Centers but will not be required to by poll workers. Voters will not be denied their right to vote but we will encourage them to wear a mask and maintain six feet from each other in order to adhere to the social distancing requirements. Mr. Burgarino shared that the goal of the Voter Assistance Center staff is to keep the flow of voters running smoothly and ensure voters practice social distancing.

V. List of Facilities Participating with the Emergency Medical Ballot Request Process

Agenda item not discussed.

VI. General Discussion

VII. Questions/Comments



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viii. Adjournment

Meeting adjourned at 11:38 a.m.

The next meeting is scheduled for January 28, 2021.