



**Voting Accessibility Committee (VAAC) Meeting Minutes**

**September 11, 2018**

**3:00 p.m. – 4:00 p.m.**

**City Hall, Room 48**

**Meeting Attendance:**

John Arntz, Director Department of Elections

Heather Kittel, ADA Grievance and Intake Coordinator, Mayor's Office on Disability

Fred Nisen, Supervising Attorney, Disability Rights California

Bill Hershon, Attorney, Disability Rights California

Marti Goddard, Access Services Manager at San Francisco Public Library

Jane Glasby, Program Manager, Library for the Blind and Print Disabled at San Francisco Public Library

Alice Chiu, Consumer Rights Program Director, Senior and Disability Action

Hillary Brown, Poll Worker/Advocate

Elizabeth Ann Dunlap Poll Worker/Advocate

Andy Pastalaniec, Manager, Precinct Services Section, Department of Elections

Mayank Patel, Manager, Poll Worker Section, Department of Elections

Kimberly Daniel, Manager, Outreach Section, Department of Elections

**Meeting Minutes:**

- I. Welcome and Introductions
- II. Presentation from Heather Kittel, ADA Grievance and Intake Coordinator, Mayor's Office on Disability (MOD)
  - A. Update on Mayor's Disability Council (MDC) meetings
    - i. Mayor's Disability Council (MDC) will be having their leadership development meeting this month in lieu of the regularly scheduled public meeting. The next public meeting will be scheduled for Friday, October 19, in City Hall, Room 400 from 1 p.m. to 4 p.m. Meetings are broadcast and open captioned on SFGTV channel 26. For remote participation there is a telephone bridge line at (415) 554-9632.
  - B. Update on topics from previous MDC meetings and MOD matters relevant to the VAAC

- i. The MDC is participating in one final push for the Governor's signature on SB 1376, the Transportation Network Company Legislation. This bill requires the California Public Utilities Commission to develop regulations for transportation network companies (TNCs), for example [Uber and Lyft. Visit Disability Rights California for info. https://www.disabilityrightsca.org/](https://www.disabilityrightsca.org/)
- ii. The Office of the City Administrator is continuing the discussion on emerging technology and holding a meeting to collect feedback. The next Emerging Technology Workgroup will be held on Monday, September 17, 2018 from 2 p.m. to 4 p.m. in the 2<sup>nd</sup> Floor Auditorium at 1 South Van Ness, San Francisco.

### III. Remote Accessible Vote-by-Mail System

- A. Update on the remote accessible vote-by-mail system.
  - i. Based on a suggestion from Fred Nisen of Disability Rights California, the Department modified the title of the "Remote Accessible Vote by Mail System" to "Accessible Vote by Mail System" to avoid any confusion to potential users that use of the system required people to be absent from San Francisco. The Department of Elections also reduced the length of instructions on Accessible Vote by Mail Ballot from three pages to one. [The Accessible Vote by Mail System page is located at https://sfelections.sfgov.org/accessible-vote-mail-system.](https://sfelections.sfgov.org/accessible-vote-mail-system)
- B. Consider printing options for potential users.
  - i. The Committee discussed printing options at public libraries. The Main Public Library has a wide variety of accessibility resources including screen readers. Branch libraries are working on expanding their accessibility options, currently they are equipped with zoom text and some have Job Access with Speech (JAWS). Voters who need screen readers are encouraged to go to the Main Library. Voters who need a printing option are encouraged to go to any branch library in the City. Computers are available on a first come first serve and cannot be reserved ahead of time. Also for voters who do not want to print at the library, ballots can be saved on a USB drive as PDFs if they decide to print elsewhere.
  - ii. Jane Glasby, Program Manager, Library for the Blind and Print Disabled at San Francisco Public Library, mentioned that starting in January the Library's hours will be expanded. Also the Library for the Blind and Print Disabled will change its name to the Talking Books and Braille Center.

### IV. Providing ballots to people in emergency care facilities

- A. Provide explanation of Department's efforts to generally provide ballots to people in care facilities
  - i. Each election the Department has a program where they contact long term care facilities so voters can register or update their registration information. Additionally, the Department provides vote-by-mail applications and then will deliver ballots to the voters at these facilities.
- B. Discuss additional assistance people might need to vote in care facilities
  - i. The Committee is concerned about those who are in a skilled nursing facilities temporarily during the election cycle due, for instance, to rehab, pre- or post-operation procedures, for several days or weeks. These voters may not have access to ballots and may need ballots brought to them.
  - ii. The Department is considering how to expand its reach to more facilities that provide care for people who are in skilled nursing facilities and away from their home temporarily during an election. The Committee also suggested the Department to reach out to people in substance abuse centers.

- V. Review of draft letter to Dominion Voting Systems on accessible equipment and consider if the letter fully explains the VAAC's feedback regarding features a voting system must provide for accessible voting.
  - A. The VAAC Committee discussed the content of the letter, focusing on audio and accessibility issues. The Committee strongly believes that the audio function should by default be on. The Committee believes the machines are not adequately equipped for independent use during the voting process. They also requested that the system have additional color contrast options.
  - B. MOD and the Department will update the letter to incorporate the feedback from the Committee members.

NOTE: The Department will not schedule another VAAC meeting before the November 6, 2018 election, unless Committee members decide a meeting is necessary.