



DEBRA BOWEN | SECRETARY OF STATE
STATE OF CALIFORNIA | ELECTIONS

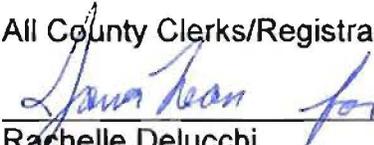
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June 14, 2012

County Clerk/Registrar of Voters (CC/ROV) Memorandum # 12191

TO: All County Clerks/Registrars of Voters

FROM:



Rachelle Delucchi
Elections Counsel

RE: General Election: Mandatory UOCAVA/MOVE Act Training and Development of Procedures

Mandatory Training

The Secretary of State (SOS) and the United States Department of Justice (US DOJ) entered into a Consent Decree in May 2012 after the US DOJ determined that 14 California counties did not fully comply with the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), of which the Military and Overseas Voter Empowerment (MOVE) Act is a part. Pursuant to the Consent Decree, the SOS is required to provide training to all 58 county elections officials on UOCAVA/MOVE Act procedures.

The SOS has developed a one-hour live, interactive, web-based training program that will cover the requirements of federal law to transmit ballots to UOCAVA voters by E-45 and the requirement to transmit UOCAVA ballots via the voters' designated method of delivery (i.e., mail or electronically).

There will be four different one-hour training sessions for you to choose from in order to complete this mandatory training:

1. Tuesday, July 10, 2012, 11:00 a.m.
2. Wednesday, July 11, 2012, 11:00 a.m.
3. Thursday, July 12, 2012, 1:00 p.m.
4. Friday, July 13, 2012, 10:00 a.m.

Space is limited to 24 computer connections per session. Therefore, given the limited space and limited number of training sessions, if multiple people from a single county would like to attend, please sign up for one slot and make arrangements to share a

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computer. **Please send your first and second session choices to me at rachelle.delucchi@sos.ca.gov by June 26, 2012.**

Development of Procedures

The Consent Decree also requires the SOS to develop more specific procedures to remind counties that they are required to transmit ballots by mail and electronically in accordance with UOCAVA voters' designated method of delivery.

To develop procedures, the SOS needs each county to:

- identify their Election Management System (EMS),
- provide their procedures for capturing UOCAVA voters' designated method of delivery of their ballots,
- explain how those ballots are actually transmitted, and
- provide their procedures for capturing applications and transmitting ballots between E-60 and E-45.

Please send the above information from each county to Jane Howell at jane.howell@sos.ca.gov no later than July 6, 2012.

If you have any questions, please feel free to contact me at rachelle.delucchi@sos.ca.gov or (916) 651-6971. Thank you.