March 20, 2019

County Clerk/Registrar of Voters (CC/ROV) Memorandum #19028

TO: All County Clerks/Registrars of Voters

FROM: /s/ Mike Somers

**Elections Analyst** 

RE: Bilingual Poll Worker Survey and Reporting Instructions

Assembly Bill (AB) 918, the California Voting for All Act, which provides expanded language access requirements, primarily under Elections Code section 14201, came into effect. Requirements under this section have been detailed in several CCROV advisories: <a href="CCROV #17418">CCROV #17418</a>, Language Requirements: 14201, Language Minority Determinations and CCROV #18051, AB 918: Expanded Vote-by-Mail, Ballot Translations, and Posting Requirements.

Section 12303(c)(2)(A) requires that within 150 days following each statewide general election, counties must provide the Secretary of State's Office a report of bilingual poll worker recruitment, including the number of bilingual poll workers recruited that are fluent in each of the languages as described in the Voting Rights Act (VRA) Sections 203 and 14201.

The Secretary of State's Office, in consultation with the State Language Accessibility Advisory Committee (LAAC), have developed a standardized reporting form to allow counties to easily and quickly report this required information.

## Please complete this document no later than April 3, 2019.

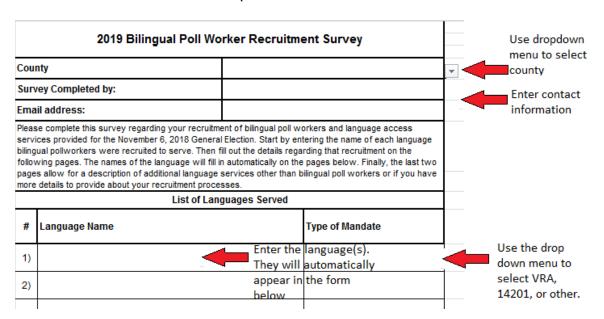
After completion, please email this form to <a href="msomers@sos.ca.gov">msomers@sos.ca.gov</a>. The Secretary of State's Office anticipates releasing a report based on the results of this survey by April 30, 2019. If you have any questions, please contact me at (916) 695-1563 or <a href="msomers@sos.ca.gov">msomers@sos.ca.gov</a>.

## Instructions to Complete Bilingual Poll Worker Survey Document

The Bilingual Poll Worker Recruitment Survey is designed to gather information about the practices and procedures counties are currently using to recruit bilingual poll workers. Please use the electronic form to complete your response. The electronic document has been designed to assist you in completing the survey and make it easy to fill out. Please refer to the instructions below. Should you have any additional questions please call me at (916) 695-1563.

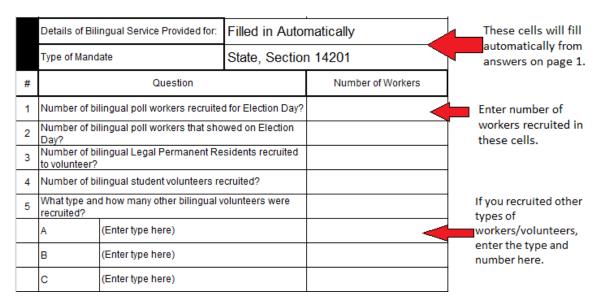
## Page 1 - Language List

The first page of the survey asks you to list the languages that were served using bilingual poll workers for the November 6, 2018, General Election. After entering the language in the appropriate box the form will automatically fill in that entry into one of the detail sections later in the survey and fill in "N/A" for any sections that won't be completed. There will be more detail pages than languages you serve. You do not need to complete detail sections with "N/A" in them.



## Pages 2 to 8 - Language Service Details

These pages ask for details regarding the recruitment of bilingual poll workers for each specific language. The language and type of mandate sections will be automatically filled in based on the entries from page 1. There may be more pages than languages you serve. Do not complete sections that say "N/A."



Pages 9 to 10 - Alternative Solution and Other Details

These pages offer the opportunity to describe any alternative methods your county used to provide language services to voters. Please be as descriptive as possible. We are also requesting information about the number of these solutions deployed. For example, if you used tablets with Facetime installed as an alternative service for polling places that didn't have bilingual workers, please enter how many tablets were deployed to provide this service. Finally, on page 10 you can fill in any additional details about your recruitment of bilingual poll workers not captured in the earlier portions of this form.

Thank you.

Attachments
Bilingual Poll Worker Survey Form

	2019 Bilingual Poll Wo	orker Recruitment Survey
Cou	nty	
Surv	rey Completed by:	
Ema	il address:	
provid pollw name desci	ded for the November 6, 2018 General Election. Storkers were recruited to serve. Then fill out the detection of the language will fill in automatically in the deta	of bilingual poll workers and language access services tart by entering the name of each language bilingual tails regarding that recruitment on the following pages. The bils section below. Finally, the last two pages allow for a ilingual poll workers or if you have more details to provide
	List of Lang	guages Served
#	Language Name	Type of Mandate
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		

		2019 Bilingual Poll Wo	rker Recruitme	nt Survey	
Cou	nty				
	Details of Bilingual Service Provided for: N/A		N/A		
	Type of Mand	ate	N/A		
#		Question		Number of Workers	
1	Number of bili	ngual poll workers recruited for	r Election Day?		
2	Number of bili	ngual poll workers that showed	on Election Day?		
3	Number of bili volunteer?	ngual Legal Permanent Reside	ents recruited to		
4	Number of bili	ngual student volunteers recru	ited?		
5	What type and recruited?	d how many other bilingual volu	inteers were		
	А	(Enter type here)			
	В	(Enter type here)			
	С	(Enter type here)			
	Details of Bilin	gual Service Provided for:	N/A		
	Type of Mand	ate	N/A		
#		Question		Number of Workers	
1	Number of bili	ngual poll workers recruited for	r Election Day?		
2	Number of bili	ngual poll workers that showed	on Election Day?		
3	Number of bilingual Legal Permanent Residents recruited to volunteer?				
4	Number of bilingual student volunteers recruited?				
5	What type and how many other bilingual volunteers were recruited?				
	А	(Enter type here)			
	В	(Enter type here)			
	С	(Enter type here)			

		2019 Bilingual Poll Wo	rker Recruitme	nt Survey	
Cou	nty				
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	В	(Enter type here)			
	С	(Enter type here)			

	2019 Bilingual Poll Worker Recruitment Survey								
Cour	nty								
	Please provide details about any other language access services provided at voting locations including remote translations, 3-party telephonic translations, or others.								
Lang Serv	juages ed using native								
servi	cription of eactice provided.  nod was selec	Please inclu				Number of Pieces of Equipment Deployed and/or Number of People Providing Service			
1									
2									
3									
4									

2019 Bilingual Poll Worker Recruitment Survey							
County							
Please use this space to descripoll workers or language service	ibe any addition ces provided.	al details regardi	ng your recruitme	ent of bilingual			