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March 5, 2021

County Clerk/Registrar of Voters (CC/ROV) Memorandum #21029

TO: All County Clerks/Registrars of Voters

FROM: /s/ Jason Rosales
Associate Elections Specialist

RE: VoteCal: Synchronization Schedule

The Secretary of State will continue performing regular synchronization (sync) checks with all counties to identify voter registration and district precinct differences. Sync checks will be performed on a monthly basis for all counties, and additional sync checks for Los Angeles, Orange, and San Diego counties will be performed, if needed. This will assist in the early identification of any differences that need to be resolved by counties in sufficient time for generating the Reports of Registration and to ensure overall synchronization of voter registration data within county Election Management Systems (EMS) and VoteCal.

County sync statistics will be consolidated and sent to all counties on a weekly basis. Individual county sync differences will be sent from VoteCal directly to the county's EMS for county review as soon as the sync check process completes. Counties are expected to resolve sync differences before the next sync check.

SOS will not initiate sync checks in a county per the schedule outlined below for the following situations:

- If a sync check was initiated by a county the prior month and passed.
 - If a sync check was completed within a week prior to the scheduled sync check, regardless of pass or fail. This will provide time to resolve differences identified in the last sync check before the next sync check.
- If a county is actively working with the SOS on sync differences, then an alternate schedule can be agreed upon to maximize progress.

If your county is unable to resolve sync differences or requires support, please contact the SOS VoteCal help desk or your EMS support staff at:

- SOS: VoteCalHelp@sos.ca.gov or (888) 868-3225
- DFM: support@dfmassociates.com
- Runbeck: emshelpdesk@runbeck.net

Counties have been divided into three groups for the SOS initiated sync checks:

Group A	Group B	Group C
<p>Sync checks are scheduled between 5:00 p.m. to 5:00 a.m. on Friday-Saturday of the first week of the month.</p> <ul style="list-style-type: none"> Los Angeles County will be scheduled for an additional sync check between 5:00 p.m. to 5:00 a.m. on Friday-Saturday of the third week of the month, if needed. 	<p>Sync checks are scheduled between 5:00 p.m. to 5:00 a.m. on Wednesday-Thursday of the second week of the month.</p> <ul style="list-style-type: none"> San Diego County will be scheduled for an additional sync check between 5:00 p.m. to 5:00 a.m. on Wednesday-Thursday of the third week of the month, if needed. 	<p>Sync checks are scheduled between 5:00 p.m. to 5:00 a.m. on Thursday-Friday of the third week of the month.</p> <ul style="list-style-type: none"> Orange County will be scheduled for an additional sync check between 5:00 p.m. to 5:00 a.m. on Thursday-Friday of the third week of the month, if needed.
<p>Amador Butte Calaveras Del Norte El Dorado Glenn Inyo Lake Lassen Los Angeles Mariposa Mendocino Merced Plumas Shasta Siskiyou Tehama Yuba</p>	<p>Colusa Humboldt Imperial Madera Mono Monterey Nevada Riverside Sacramento San Benito San Bernardino San Diego San Francisco San Joaquin San Mateo Solano Stanislaus Trinity Tuolumne Yolo</p>	<p>Alameda Alpine Contra Costa Fresno Kern Kings Marin Modoc Napa Orange Placer San Luis Obispo Santa Barbara Santa Clara Santa Cruz Sierra Sonoma Sutter Tulare Ventura</p>