



SHIRLEY N. WEBER, Ph.D. | SECRETARY OF STATE | STATE
OF CALIFORNIAELECTIONS DIVISION

1500 11th Street, 5th Floor, Sacramento, CA 95814 | Tel 916.657.2166 | Fax 916.653.3214 | www.sos.ca.gov

October 29, 2021

County Clerk/Registrar of Voters (CC/ROV) Memorandum #21175

TO: All County Clerks/Registrars of Voters

FROM: /s/ Reina Miller
Voter Accessibility Coordinator

RE: Voter Accessibility Advisory Committee: Request for Applications

The Secretary of State's Voting Accessibility Advisory Committee (VAAC) was created in 2005 to advise, assist, and provide recommendations to the Secretary of State's office on accessibility.

The Secretary of State is calling for volunteers to serve as committee members on the VAAC for the 2022-2023 term. The VAAC advises, assists, and provides recommendations to the Secretary of State's office regarding the implementation of federal and state laws relating to access to the electoral process, so every registered voter can vote independently and privately.

The VAAC membership consists of three county elections officials and five representatives from the disability community who demonstrate an interest and involvement in issues related to voting accessibility and willingness to dedicate no fewer than 20 hours per year to VAAC meetings and/or activities for a term of two years. Additionally, members may be asked to share information with organization(s) they are affiliated with.

Members are required to attend all VAAC meetings which will be held at minimum four times per year and will require a quorum to make recommendations. Due to the ongoing concerns related to COVID-19, and permissible by Government Code section 11133, there will not be a public meeting location for committee meetings. Meetings will be available to the public via videoconference.

The deadline for applications is **November 30, 2021**, and appointments will be announced in December 2021. Applications and filing instructions are attached and available on the Secretary of State's website at www.sos.ca.gov/elections/vaac.

Minimum Qualifications

Applicants must meet the following minimum qualifications:

- 1) Demonstrated interest and involvement in issues related to voting accessibility.

OR

Be a county elections official or a designee of such an official.

- 2) Able to attend regular meetings via videoconference.
- 3) Willingness to dedicate no fewer than 20 hours per year to VAAC meetings and/or activities.
- 4) Serve a minimum of two years.

Desirable Qualifications

- 1) Experience working or volunteering in diverse communities, particularly those within voting accessibility.
- 2) Demonstrated experience in voting rights policy.
- 3) Demonstrated experience representing voters with disabilities.
- 4) Demonstrated experience with voter education, outreach, and engagement efforts, particularly within voting accessibility.
- 5) Demonstrated experience in policy analysis, development, and advocacy.

The Secretary of State intends to develop a diverse applicant pool and subsequently appoint a diverse committee. Please share this announcement with your communities including poll workers, organizational leadership, and experienced volunteers.

Completed applications or requests for applications, information, or other inquiries can be sent to vaac@sos.ca.gov. Additionally, please feel free to contact me directly with any questions at (916) 695-1557 or RMiller@sos.ca.gov.

Attachment

Voting Accessibility Advisory Committee (VAAC) Member Application

Please type or print. Incomplete applications will not be considered.

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ E-mail: _____

Present Occupation: _____ Employer: _____

Applicants must meet the following minimum qualifications:

- 1) Demonstrated interest and involvement in issues related to voting accessibility
OR be a county elections official or a designee of such an official.
- 2) Able to attend regular meetings via videoconference.
- 3) Willingness to dedicate no fewer than 20 hours per year to VAAC meetings and/or activities.
- 4) Serve a minimum of two years.

Which membership category applies to you? (Check all that apply)

Clerk or Registrar of Voters or designee, County of _____

Demonstrated accessibility expert and/or experience

Please list any organizations with which you are presently active. Please give the organization name, nature of your activities and duties, and approximate dates you have been involved with the organization. Use additional paper if necessary.

Why do you wish to be considered for membership on the Secretary of State's VAAC?

What is it about ensuring access to the elections process that interests you?

What qualities, experience, knowledge, or skill do you possess that you believe will make you a qualified applicant?

I hereby declare the information provided in this application for the California Secretary of State's VAAC is true, correct, and complete to the best of my knowledge. I understand that my statement may be verified, and I give permission to do so.

Signature: _____ Date: _____