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May 24, 2024

County Clerk/Registrar of Voters (CC/ROV) Memorandum #24109

TO: All County Clerks/Registrars of Voters

FROM: /s/ Ryan Reece
Elections Analyst

RE: Language Accessibility Advisory Committee: Actions from
the May 15, 2024, Meeting

During the meeting the members reviewed committee goals for the 2024 - 2025 term and created subcommittee groups. The following are action items that were discussed during the meeting:

1. Share the Language Accessibility Advisory Committee (LAAC) member contact information with all LAAC members. This information was shared with members of the committee.
2. The Secretary of State (SOS) will provide the LAAC with documents that explain the purpose and responsibilities of the LAAC, and an overview of the Bagley-Keene Act. This information was shared with members of the committee and posted on the LAAC webpage.
3. A working group was created to review the bilingual poll worker survey and provide the SOS with recommendations and best practices regarding poll workers.
4. A working group was created to explore language accessibility best practices and provide recommendations to the SOS.
5. A working group was created to explore the timelines related to ballot language translations, including community feedback, recommendations, and potential compensation.
6. The SOS will provide the Ballot Language Translation Review working group with a timeline of the ballot language translation review process.
7. Office of Voting Systems Technology Assessment (OVSTA) will provide dates to the LAAC for testing the accessibility of the Dominion Democracy Suite 5.19 Voting System.
8. The SOS will review recommended changes suggested to the Bilingual Poll Worker Survey and will provide an update at the next meeting.

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These actions and a copy of the meeting minutes for this meeting will be available on the LAAC website at: <https://www.sos.ca.gov/elections/laac>.

If you have any questions, please contact me directly at laac@sos.ca.gov.

Thank you.