



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
ELECTIONS DIVISION

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September 8, 2017

County Clerk/Registrar of Voters (CC/ROV) Memorandum #17074

TO: All County Clerks/Registrars of Voters

FROM: /s/ Milena Paez
Voter Access Coordinator

RE: Language Accessibility and Voter Accessibility Toolkits

As counties near the 2018 election cycle, the Secretary of State's Office recommends all counties form a local Language Accessibility Advisory Committee (LAAC) and Voting Accessibility Advisory Committee (VAAC), if they have not already done so. Creating these advisory committees allows for members of your community to provide essential feedback regarding how you can improve access in your county. To assist you in creating or improving upon your local LAAC and VAAC, our office along with the state LAAC and VAAC, are providing hard copies to each county as well as making it available on our website.

Materials

County Language Accessibility Advisory Committee Toolkit – This toolkit offers guidelines and practices to help county elections offices establish a LAAC and create a meaningful and helpful role for it to serve the limited English proficient voters of your community. A digital version is available at www.sos.ca.gov/elections/laac/.

County Voting Accessibility Advisory Committee Toolkit – This toolkit offers guidelines and practices to help county elections offices establish a VAAC and create a meaningful and helpful role for it to serve voters with specific needs in your community. A digital version is available at www.sos.ca.gov/elections/vaac/.

If you have any questions or would like more information, please contact me at (916) 695-1577 or Milena.Paez@sos.ca.gov.

Thank you.