



MEETING MINUTES

DATE: January 23, 2024

TIME: 11:00am - 12:00pm

LOCATION: Hybrid: SOS, 2nd Floor Board Room and MS TEAMS

MEETING TITLE: Motor Voter Task Force

FACILITATOR: Sam Au

SCRIBE: Sam Au

INVITEES

SOS		DMV		Task Force	
x	Sam Au		Deanna Wida	x	Russia Chavis
x	Jason Heyes	x	Sam Rasmussen	x	John Gardner
x	Jana Lean		Anthony Barrios-Lopez	x	Rosalind Gold
	Tom Nguyen		Brian Gilmore	x	Deanna Kitamura
		x	Benjamin Merritt	x	Whitney Quesenbery
			Bernard Soriano	x	Dora Rose
			Joe Chapman	x	Paul R. Spencer
				x	Brittany Stonesifer
				x	Neal Ubriani
				x	Tricia Webber
				x	Jacqueline Wu

AGENDA ITEMS

Agenda Item Description		Presented By
1.	Monthly Statistics	SOS
2.	DMV eDL44 changes	DMV/SOS
3.	Add race and ethnicity to registration process	All
4.	AB 796 Upgrade Status	DMV
5.	CA New Motor Voter Annual Report for 2023	SOS
6.	Next Meeting	SOS
7.	Questions and Comments	All

Notes:

Monthly Statistics

- SOS shared the statistics for the last quarter, October-December 2023.
- DMV elaborated on the system irregularities and provided clarifications.
- Task Force asked about the scanning process. DMV explained the process for scanning paper DL44 from when it is received in the mail and delivered to the headquarters to be scanned. DMV is piloting a process that would enable field offices to scan the forms, thereby reducing the processing time it would take to mail these forms to headquarters for scanning. Implementation date is TBD.
- Task Force asked for clarification on the outage due to in-flight software upgrade. DMV explained that this is a software update that occurred without taking the system offline.

DMV eDL44 changes

- SOS is in progress with drafting the change request (CR) for eDL44 changes.
- DMV provided written response on the path to implementation on 12/14/23 and reiterated that the changes proposed is not just change to verbiage but a system level change that will require extensive review, analysis, design, programming, testing and implementation. This involves programming of multiple systems (Kiosk [KDDL, KDLR, KIDR], eDL44 & Web Apps [DLIR, ICA, ODDL]).
- DMV indicated that a change of this magnitude will require mandate and funding.
- DMV explained the overall project cycle once the change request is submitted. The change request will go through intake, evaluated for system impacts, then disseminated for IT to assess for level of effort. Larger projects may require engagement with CDT for PAL approval.
- DMV will not be able to include these changes as part of their AB796 effort.
- Task Force expressed interest in revisiting the changes and may suggest only language changes. Textual changes have practical but not hard limitations.

Add race and ethnicity to registration process

- This proposal may require legislative mandate and funding. SOS will need to submit a CR to DMV. Once the CR is submitted, it will go through the project cycle, involving design, implementation, complexity assessment, quality control, etc. This proposal changes all paper forms, edl44, dl410, remit by mail, etc., requiring additional pages to be added.
- SOS is currently capturing this data so consuming the data from DMV will not be a high level of effort for SOS.
- DMV shared the challenges their department is facing with many projects in the pipeline just for driver license, some of which have legislative or statutory implementation deadlines, placing them in higher priority to be worked on. Their current workload for these priority project places any new CRs that come in without a statutory deadline into a timeline that maybe after 2028. DMV is also going through major system revamp to the Digital eXperience Platform (DxP), the fundamental reengineering/replacement of DMV's legacy systems. The freeze dates for system changes will go into effect next month. The ETA for completing the DxP system is TBD. However, once completed, DxP should be agile with flexibility to allow for system changes to be made easier.

AB 796 Upgrade Status

- DMV has onboarded a Business Analyst/Business Process Reengineering (BPR) team.
- As-Is & To-Be Workflows is being charted.
- Once BPR process is complete, DMV will review for development.
- PAL Process Stage 3 approved by CDT, pending Stage 4 Approval.
- Primary & IV&V contracts published 1/5/24. There are 3 bids. Bids need to be approved by early March 2024.

CA New Motor Voter Annual Report for 2023

- No change to format from the prior year (2022) report. There are minimal content changes.
- Draft will be sent for review and feedback, due COB 2/16/24.
- The report will include Task Force feedback to add discussions from 2023.

Next Meeting

- Virtual Meeting - April 23, 2024, 11a.m. – 12 p.m.

Other

- Placer county is experiencing issue with Political Party selection identified as NULL. DMV explained that when a customer sends a Renewal by Mail (RBM) paper form and selects multiple political party or did not select an option, NULL is sent to SOS. In the electronic version, the customer can only select one option. In VoteCal, the Political Party for this voter is identified as unknown if it is a new voter, or inherent of a previously provided party preference if it is from an existing voter. SOS requests for samples records from Placer county for further research. Unknown Party preference is treated as no party preference. Unknown registrants get no party preference ballots.
- Placer county mentioned that they have received stale data from edl44 and asked DMV how long data for pre-appointment is maintained. DMV clarified that the data does not get transmitted until the customer comes in and confirms that the information provided is correct. The customer can update and make changes prior to confirmation.

ACTION ITEMS					
	Description	Status	Open Date	Due Date	Responsible
1.	Provide detailed look into the project lifecycle for changes submitted from SOS to DMV for the eDL44 process changes.	Complete	10/24/23	1/23/24	DMV
2.	NEW - 2023 CA New Motor Voter Annual Report review and feedback.		1/23/24	2/16/24	Task Force