



Election Administration Plan

E.C. 4005 (a)(10)(I)

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INTRODUCTION

In 2002, state law was amended to allow voters to register as permanent Vote by Mail voters. Since then, the number of Vote by Mail (VBM) voters in Kings County has steadily grown and is currently at 78.5% of the County's registered active voters (47,953 out of 61,037 registered voters).

In 2016, Senate Bill 450 created the California Voter's Choice Act (VCA). VCA is an election model that provides every registered voter with a Vote by Mail (VBM) ballot. In addition, Vote Centers replace the traditional polling locations and are operated for more days offering voters more opportunities to cast a ballot. Fourteen counties were offered the opportunity to pilot the VCA model in 2018 with 5 choosing to do so and since then, additional counties have elected to change their election models to VCA including Los Angeles and Fresno counties.

In June of 2020, due to the restrictions on gathering due to the ongoing COVID 19 pandemic, Governor Newsom signed executive orders authorizing counties to conduct the 2020 November General Election using a VCA like model, which Kings County took advantage of.

In July of 2021 emergency legislation was adopted to allow counties to once again utilize the VCA like model for the September 2021 Recall Election. In addition, Assembly Bill 37 was signed into law by Governor Newsom requiring all voters to be mailed a Vote by Mail (VBM) ballot for all elections after January 1, 2022.

In light of the experiences with the VCA like model used in the 2020 General and 2021 Gubernatorial Recall Elections, and with the passing of the Assembly Bill 37, the Kings County Elections Department has determined it would be beneficial to move from the traditional poll place model to the Voter's Choice Act (VCA). The Kings County Elections Department has developed this Election Administration Plan (EAP) in collaboration with our community and using lessons learned and guidance from other VCA counties and the California Secretary of State's office. Our EAP describes how we plan to educate the public regarding the choices that come with the VCA model. It includes information about our proposed Vote Centers, ballot drop-off locations, and how they will operate. Our goal is to provide information on how our office is planning to administer future elections. This plan will be submitted to the Secretary of State's (SOS) office for comment and approval. Feedback or suggestions to this EAP will be accepted at any time and will be taken into consideration when this EAP will be up for review within 2 years.

VOTE-BY-MAIL

In accordance with VCA and the passage of Assembly Bill 37, all registered voters will be mailed a ballot 29 days before the election with a ***postage paid*** returned envelope. All voters may use our Remote Accessible Vote-By-Mail System (RAVBM), which will allow voters to access and mark their ballot utilizing their own assistive technology if needed.

The Kings County Election Department will make available "Where's My Ballot?", a ballot tracking program provide by BallotTrax that will allow voters to receive updates on the delivery

status of their ballot as it progresses through the mail and through processing by the Kings County Elections Department. Voters who sign up can receive automatic emails, SMS (text), or voice call notification about their ballot. “Where’s My Ballot?” is a secure software application that locates ballot envelopes via the AVID (Absentee Voter Identification) number, a unique number that is changed at each election. The system works with elections officials and the U.S. Postal Service (USPS) to send voter messages when their ballot is received and accepted. Voters can sign up for the service at WheresMyBallot.sos.ca.gov.

VOTE CENTER AND BALLOT DROP-OFF LOCATIONS

VCA establishes definitive criteria for the placement/location of vote centers and ballot drop boxes. Considerations evaluated in choosing locations for Vote Centers and ballot drop boxes included the following:

- availability of public transportation
- communities with historically low Vote by Mail usage
- population centers
- low-income communities
- language minority communities
- voters with disabilities
- communities with low rates of household vehicle ownership
- communities of eligible voters who are not registered to vote and may need access to same day voter registration
- geographically isolated populations
- accessible and free parking at Vote Centers and Ballot Drop Boxes
- distance and time a voter must travel by car or public transportation to Vote Centers and Ballot Drop Boxes
- The need for alternate methods for voters with disabilities for whom vote by mail ballots are not accessible to cast a ballot
- traffic patterns
- the need for a mobile Vote Center
- Vote Center Location on a public or private University or college campus

We used our knowledge of the area to choose the best locations for our Vote Centers and drop boxes. The Kings County Elections Department will solicit feedback from various stakeholders, interest groups and community members including our newly established language accessibility and voter accessibility advisory committees (LAAC and VAAC).

VCA has established the following guidelines for determining the number of Vote Centers in Kings County (for full text please see Elections Code 4005 (a)(3)(A) and (a)(4)(A)):

- Beginning 10 days before the day of the election and continuing daily up to and including the fourth day before the election, for a minimum of eight hours per day, at least one vote center is provided for every 50,000 registered voters within the jurisdiction where the election is held, as determined on the 88th day before the day of the election.

- On the day of the election, from 7 a.m. to 8 p.m., inclusive, and on each of the three days before the election, for a minimum of eight hours per day, at least one vote center is provided for every 10,000 registered voters within the jurisdiction where the election is held, as determined on the 88th day before the day of the election.

These numbers are determined by the number of registered voters at the close of business on the 88th day before an election. Our current registration count is approximately 61,000.

Table 1 Required number of vote centers per number of registered voters.

Days before election day	Number of Registered Voters per Vote Center	Required Number of Vote Centers for Kings County
10	Fifty thousand	2
3	Ten thousand	7

The plan, as currently written, anticipates that the first two of seven vote centers would be located in the communities of Hanford and Lemoore and would be in operation for a total of 11 days. Vote Centers three through seven are anticipated to be deployed as follows: two additional centers in the City of Hanford, one additional center in the City of Lemoore, one center in the cities of Avenal and Corcoran. The five additional centers will be in operation for a total of 4 days. See Appendix A for a list of locations.

VOTE CENTERS

Vote Centers will operate similar to polling places, allowing voters to cast their ballots in person, whether on paper or by utilizing an accessible ballot marking device. Unlike polling places, voters can cast their ballots, request and receive replacement ballots at any Vote Center countywide, and update their registration at any Vote Center. Voters who have not registered before the close of registration (14 days prior to the election), will be able to Conditionally Register to Vote (CVR) at any Vote Center and cast a provisional ballot through Election Day.

TECHNOLOGY

Vote Center staff will have access to the KNOWiNK Poll Pad system. This system replaces the traditional paper roster of voters and allows for the real-time verification of voter status. It also enables the voter’s information to be ascertained so they are provided with the correct ballot type, nearly eliminating the need for provisional ballots. Equipment assigned at the Vote Center include at least three KNOWiNK Poll Pads, three DVS ImageCast X accessible ballot-marking devices, and a number of traditional voting booths. There will be at least one Ballot on Demand (BOD) printer at each location ensuring that we can provide the proper ballot to each voter. Rovers will be trained and equipped with backup BOD supplies in the event there are printer issues or high volume of ballots that need printing.

Vote Centers will be fully accessible to all voters and will comply with all federal and state accessibility requirement. Accessibility surveys will be conducted by trained Elections Staff and any necessary modifications will be noted in the Poll Place hand book.. Elections personnel (i.e.

Poll Workers) will be on site to assist voters with specific needs. The County will recruit election personnel who will provide language assistance in Spanish. All voting materials and ballots are in both English and Spanish per Section 203 of the Voting Rights Act. Vote Center locations will also be supplied with appropriate signage and facsimile ballots in Tagalog per the requirements of Election Code section 14201. Vote Centers will be open on their designated days between the hours of 9am to 5pm including weekends and holidays and from 7am to 8pm on Election Day.

Security and contingency plans will be in place to prevent disruption of voting, and to ensure that the election is properly and securely conducted. When Vote Centers are not in operation, the site and equipment will be secured through established security protocols such as tamper evident seals and secure storage facilities at the sites if available.

A sample Vote Center layout diagram is provided in Appendix C.

BALLOT DROP-OFF BOXES:

At least one Ballot Drop-off box is required for every 15,000 registered voters in the County. However, the Kings County Elections Department plans to have 11 secure, accessible, and easily identifiable drop boxes available for use for all future elections. The Ballot Drop-off boxes will be available starting no later than 28 days before Election Day. Several of the county ballot drop boxes will be drive up accessible and all will be open 24 hours per day until 8:00pm on Election Day. Ballot Drop Boxes will have their openings located no higher than 48 inches above ground level, require no more than 5lbs of pressure to open the flap of the ballot drop box to insert ballot envelopes, and will have side approach access for voters who utilize mobility devices (electric wheel chairs, standard wheel chairs, etc...) Accessibility surveys will be conducted at ballot drop box locations.

Voters will be able to deposit their signed envelope into one of the many secure drop boxes available throughout the county. Two (2) Ballot Retrievers will collect the ballots from the boxes on a schedule mandated by the California Code of Regulations, Title 2, Division 7, chapter 3.5. See Appendix B for a list of locations.

VOTING LOCATIONS SAFETY/HEALTH

The Kings County Sheriff, local Police Departments, and all fire departments, utility companies, and CHP departments that serve Kings County will be furnished with a list of all Vote Centers and Ballot Drop Box locations. It is requested that should an issue arise, the agency contact the Kings County Registrar of Voters or the Elections Supervisor immediately to provide information on the disruption. Vote Center staff will contact the Election Office to inform them of any disturbance encountered. The Elections Department will provide direction and dispatch a field team member to assist as needed.

Additional precautions for voters are being developed including plans to regularly disinfect high-touch surfaces, maintain social distancing at Vote Center facilities, utilizing one-time use items (such as disposable stylus pens for use on the poll pad or ballot marking device, ear coverings for

the ballot marking device headphones if used, ample supply of pens for voters to take home, etc...) for voters to use at the accessible voting equipment and providing PPE, if needed, for voters who do not provide their own. All plans and guidelines are continuing to be reviewed. Current Vote Center layouts have been created with a one-way flow in mind to reduce the areas of congestion and to allow implementation of social distancing.

VOTING TECHNOLOGY

Equipment will be secured through established security protocols and secure storage facilities located at the County Government Center when not in use. All election equipment goes through extensive Logic & Accuracy (L&A) Testing to ensure each piece of equipment is in proper working order prior to any deployment.

The Kings County Elections Department will deploy the Image Cast Voting System (ICVS). The system includes the Image Cast X (ICX) accessible ballot marking device to be used at each center as well as a Mobile Ballot Printing (MBP) module that will allow for printing of ballots on demand in all required languages at all Vote Centers. At the central tabulation location (elections office), the ICC Optical Tabulation System and ICC Adjudication system will be utilized.

In addition, the KNOWiNK Poll Pad system will be deployed to all Vote Centers to ensure accurate and proper voting is taking place along with the KNOWiNK “E-Pulse” On-line suite to ensure that voter records are updated within our Election Management Software (DIMS net) in near real time. We are currently exploring the option of adding a gateway to our EMS to have constant communication with the “E-Pulse” Online Suite during an active election.

The Kings County Elections Department will also make available the DVS Remote Accessible Vote-By-Mail (RAVBM) system for those who request an accessible VBM ballot. The RAVBM system was created to securely deliver ballots to voters with disabilities, military, and overseas voters. However any voter may request use of the RAVBM system. The RAVBM provides voters with the ability to request a VBM ballot be delivered electronically to the voter from an authorized and secure website. The electronic ballot can be downloaded to the voter’s computer, marked privately and independently, and then printed. The ballot can then be returned via mail, drop box, or returned in person to any Vote Center or the Elections Office to be counted. Procedures on how to request a RAVBM ballot will be created and shared on our website, at public outreach events, and in required Elections mailing.

FISCAL IMPACT

The Department’s ultimate goal is to increase voter registration, participation, and turnout. We strive to effectively inform and educate current and future voters about registration requirements, Vote by Mail, and Vote Centers. To achieve this goal, extensive voter education and outreach is required. Elections Code Section 4005, which the VCA model is codified as, requires that two separate mailing be done to all voter before any election. This is in addition to any mandatory mailings, such as voter information guides and other election related material.

Since the department took advantage of executive orders and administered the past two elections under the VCA Like model, the necessary equipment to transition to full VCA model has already been purchased, most of it with funding made available by the State. There are some licensing fees that the department must pay on an annual basis along with election set up fees, data fees, and support fees as needed for each election.

The Ballot on Demand systems that were purchased and implemented with the VCA like model has already reduced the printing cost of ballots. Under the Poll Place Model the department was required to purchase from our ballot print vendor enough ballots to ensure we could cover 75% of eligible voters per election code. Now we are only required to purchase paper and toner for the BOD system resulting in significant savings over the long term. While a full set of toners for the printer is expensive (estimated at \$1000.00 for a full set) the department can print anywhere from 3000-5000 ballots dependent on size of ballot and necessary watermarks and pigments assigned by the state for each election.

The last major consideration for the fiscal impact is that of the Poll Workers and Vote Center location compensation. The following table shows rates that were paid to poll workers, inspectors, and locations for the past three elections:

Election	Poll Worker Rate	Inspector Rate	Location Rate
March 2020 Presidential Primary Election (Poll Place Model – 1 day)	\$105.00 plus \$25.00 for attending Poll Worker Class	\$120.00 plus \$25.00 for attending Class and Mileage Reimbursement	\$25.00 per day
November 2020 Presidential General Election (VCA Like Model – 4 days)	\$150.00 per day	\$200.00 per day	\$125.00 per day
September 2021 Statewide Recall Election (VCA Like Model – 4 days)	\$150.00 per day	\$200.00 per day	\$125.00 per day

The table below shows the expanded costs of Poll Workers and locations along with the number of workers and sites utilized for the past three elections:

Election	Poll Worker Cost	Location Cost	Number of Workers	Number of Locations
March 2020 Presidential Primary Election (Poll Place Model – 1 day)	Fifteen thousand nine hundred forty two dollars and sixty cents	Six hundred seventy five dollars	119	27
November 2020 Presidential General Election (VCA Like Model – 4 days)	Forty thousand seven hundred eighty five dollars	Three thousand dollars	68	6
September 2021 Statewide Recall Election (VCA Like Model – 4 days)	Twenty eight thousand three hundred dollars	Three thousand dollars	47	6

Reasons for drastic cost increases in November 2020 General Election are due to the following:

- Poll worker and Inspector rates were increased after careful considerations of what surrounding counties were paying their workers and to help alleviate staffing issues that occurred in March 2020 Primary Election.
- Rate of pay for location use was increased to help offset the increased number of days we would be present due to the VCA like implementation. Again, these numbers were in consideration of what other surrounding counties were paying their locations.
- Due to the COVID 19 pandemic, the goal was to have 12 workers per location to ensure adequate sanitization of all equipment and surfaces along with enough bodies to ensure shorter wait times for voters.
- Workers and facilities were required for four days rather than one day in March 2020.

Using the knowledge gained from November 2020 General Election, the department was able to fine-tune the amount of bodies needed for all locations based on turnout. This resulted in a reduction of necessary workers for certain poll sites and a reduced operating cost for workers overall.

The Elections Department expects cost to rise due to the VCA model requiring the county to have seven Vote Centers, two of which must be operated for 11 days. This means that we would have to acquire one more Vote Center and have it staffed and operational for the required eleven days. With that in mind, the Elections Department is anticipating the following worker and location costs for June 2022 and for future elections:

Election	Poll Worker Cost	Location Cost	Number of Workers	Number of Locations
June 2022 and Future Elections (VCA Model)	Forty two thousand eight hundred dollars	Ten thousand dollars	60	7

TOLL-FREE VOTER ASSISTANCE

Information promoting the Kings County Registrar of Voters toll-free voter assistance hotline (1-800-289-9981 ext. 4401) will be provided on all pre-election mailings sent out to voters, including but not limited to address confirmation mailings (8d2 and 2225(b) mailings) and voter information guides. The toll free assistance number is also published on the elections website.

CONCLUSION

The California Voter's Choice Act is the most significant improvement to the voting process in the history of California. The Vote Center like model that has been implemented for the past two elections has had a positive impact on voter participation, provided greater accessibility to voters with disabilities, improved our voting systems and technology, strengthened our elections infrastructure security, and has instilled a higher voter confidence in the election process.

The Kings County Elections Department is excited about fully embracing the Voters Choice Act model moving forward. We look forward to continuing to provide accurate, transparent and fair elections that Kings County voters can have full confidence in.

SECTION 1 - VOTER EDUCATION AND OUTREACH PLAN

GENERAL REQUIREMENTS

1-A Use of the media, including social media, newspapers, radio, and television for purposes of informing voters of the availability of a vote-by-mail ballot in an accessible format and the process for requesting such a ballot. §4005(a)(10)(I)(i)(II), §4005(a)(10)(I)(i)(VIII)

Kings County is committed to providing extensive voter education and outreach. We will continue to participate in events that have been attended in the past as well as develop effective ways of communicating with our voters. The Kings County Elections Department has worked to increase our presence and visibility in the community. We continue to establish and maintain partnerships and meet with committees and organizations as well as with our Language Accessibility Advisory and Voting Accessibility Advisory Committees. Our goal is to work with our community partners and provide them with resources and information that they can share with their larger networks.

Information regarding Vote by Mail and for obtaining an accessible ballot will be disseminated using the following outlets and methods:

- Print Messages
- Department Website: www.votekingscounty.com
- County of Kings Official Website
- Voting Accessibility Advisory Committee Meetings
- Language Accessibility Advisory Committee Meetings
- Community Partners
- Local High Schools, West Hills College Lemoore, and College of the Sequoias
- Materials in other languages
- Language Assistance at Vote Centers
- Community Outreach Events
- Direct voter contact
- Local Newspapers (Hanford Sentinel and Corcoran Journal)
- Digital and Traditional Billboard Advertising
- Mass Transit Advertising
- County Departments (Health and Human Services, Veterans Services, Kings County Public Library, etc...)

Kings County does not have local television/radio stations that serve primarily Kings County residents. Rather, Kings County residents are served by regional television/radio stations most of which are located in Fresno and serve the greater Central Valley region. Kings County will reach out to the regional television stations/radio stations to make ourselves available for media sessions.

1-B Community Presence to Educate Voters on the Voter's Choice Act

EC §4005(a)(10)(I)(i)(III)

Kings County's community presence will provide Vote Center information directly to the voters and attendees of a wide variety of events. Kings County's goal is to coordinate with our community partners, and the Language Accessibility Advisory Committee (LAAC) and Voting Accessibility Advisory Committee (VAAC), to identify opportunities to educate our voters, offer demonstrations of the voting equipment, and explain how to request and obtain an accessible ballot. Kings County will make every effort to reach all areas of the County. Voters will have many opportunities to learn about the Vote Center Model and their voting options including, but not limited to, the following:

- Department's VAAC and LAAC
 - Meetings include voting system demonstrations and informational updates
 - Materials development with VAAC and LAAC members, and presented for distribution within their communities
- Presentations to various audiences:
 - Neighborhood associations
 - County Board of Supervisors
 - City Councils
 - Town Hall meetings with elected officials
 - School District Boards
 - Special Districts Boards
 - County Central Committees and Political Committees
 - Faith-based communities
 - Language communities
 - Philanthropic organizations (Rotary, Kiwanis, etc.)
 - Kings County Public Libraries presentations
 - Presentations at Community Events

1-C Use of Resources for Voter Education and Outreach

EC §4005(a)(10)(I)(i)(VII)

Kings County will spend the necessary resources to ensure voters are informed about the Vote Center Model voting process. Current plans include the following:

- A minimum of 2 Direct Mailers to voters
- Voting Education demonstrations at community events
- Presentations at various community meetings (Lion's Club, Latino Roundtable, City Counsel, School Board, Political Party Central Committees, etc...)
- Advertising on mass transit and digital billboard
- Other activities as needed

1-D Direct contacts with voters providing information on the upcoming election and promoting the toll-free voter assistance hotline

EC §4005(a)(10)(I)(i)(X)

Kings County will contact each registered voter a minimum of two times, by mail, to provide information on the upcoming election and the availability of Kings County's toll-free voter assistance hotline. The two direct contacts will include information about an all-mail ballot election, ballot drop off locations, dates and hours of availability, Vote Center locations, dates and hours of availability, information about the availability of the Remote Accessible Vote by Mail System (RAVBM) and additional information about the upcoming election.

1-E Postage-paid postcard for requesting materials in an alternate language or an accessible format VBM

EC §4005(a)(8)(B)(iii)

All registered voters will receive a postage-paid postcard with their bilingual County Voter Information Guide for requesting materials in languages other than English and to request a Vote by Mail ballot in an alternate format. Instructions will be included in the Voter Information Guide and on the Kings County Elections website for completing and returning the postcard.

The Kings County Elections Department website (www.votekingscounty.com) will have a page dedicated to information about the Voter's Choice Act. Information will be in accessible formats and will be publicly available. This includes the Election Administration Plan and other information related to the Voter's Choice Act, including scheduled public presentations, developed infographics, public notices, and digital versions of material used to educate the public and LAAC/VAAC agendas, minutes and information. The website will also contain information about registering to vote and getting involved in the election process, including working at a Vote Center.

EDUCATION AND OUTREACH WITH THE LANGUAGE MINORITY COMMUNITIES

§4005(a)(10)(I)(i)(I)

The Kings County ROV established a Language Accessibility Advisory Committee (LAAC) in October 2021 to advise and assist with implementation of federal and state laws relating to access to the electoral process by non-English preference voters. The LAAC is comprised of local residents who advocate on behalf of the County's minority language communities.

1-F Inform Voters of the Upcoming Election and Promote the Toll-Free Voter Assistance Hotline with Media Serving Language Minority Communities

EC §4005(a)(10)(I)(i)(I)

Information sharing with language minority communities, including information about the Vote Center Model, voting options, and a toll-free voter assistance hotline, will be conducted to include:

1. Newspapers (Hanford Sentinel and Corcoran Journal)
2. Department's Website (www.votekingscounty.com)
3. Department's Facebook Page (www.facebook.com/kingscountyelections)
4. Department's Twitter Page (@votekingscounty)
5. Materials sharing with such groups as community partners, elected officials for their newsletters, cities, special districts, school districts, community-based organizations, faith-based organizations, and Public Information Officers
6. Media Availability Sessions
7. County Departments (such as Human Services Agency, Veteran Services, Probation, and Child Support Services)

Kings County does not have local television stations that serve primarily Kings County residents. Rather, Kings County residents are served by regional television stations most of which are located in Fresno and serve the greater Central Valley region.

To mitigate this limitation, the Kings County Elections Department will initiate an intense effort to educate voters, as suggested by stakeholders during our VAAC and LAAC meetings. Stakeholders have indicated that voters in their communities are most likely to respond to outreach efforts conducted through local organizations, groups and agencies with whom they already have existing relationships with. Accordingly, the Elections Department plans to conduct presentations with community partners.

The specific media outlets that will be utilized for outreach to the non-English preference voters has yet to be determined. The determination will be made in consultation with the Language Accessibility Advisory Committee based on available resources, media audiences and experience.

1-G Identifying Language Minority Voters

EC §4005(a)(10)(I)(i)(V)

The Registrar of Voters will use the voter's language preference selection shown on their voter registration form to identify language minority voters. Voters may also contact us by telephone or email to update their language preference or provide their language preference to precinct officials during an election. Additionally, most voter information produced by the Elections Department contains both English and Spanish languages.

1-H Voter Education Workshop for Minority Language Voters

EC §4005(a)(10)(I)(i)(VI), EC §4005(a)(10)(I)(i)(VI)(ia)

The Registrar of Voters will hold a bilingual voter education workshop for each of Kings County's federal and state required languages. At the time of preparing this plan, the required languages are English, Spanish, and Tagalog. Input from the LAAC will be considered regarding workshops in other languages.

These workshops will be held in 2022 and will provide an opportunity for the County's language communities to receive information about materials and assistance available in the specified language, in addition to the Vote Center Model voting process. All workshops will have language-specific interpreters to assist attendees. Information about workshop events will be announced at least 10 days in advance of the meeting date.

1-I Public Service Announcement for Minority Language Citizens

EC §4005(a)(10)(I)(i)(IX)

The Kings County Elections Department will use Public Service Announcements (PSAs) via newspaper placements to inform voters in minority language communities of the upcoming election and the toll-free voter assistance hotline.

EDUCATION AND OUTREACH WITH THE DISABILITY COMMUNITY

Kings County will establish a Voting Accessibility Advisory Committee (VAAC) to advise and assist with access to the electoral process by voters with disabilities. The VAAC will be comprised of local residents who are members of or advocate on behalf of the disability community.

1-J Website has publicly available accessible information

EC §4005(a)(10)(I)(i)(IV)

Information on the Kings County Elections website (www.votekingscounty.com) is in accessible formats and is publicly available. This includes the Election Administration Plan and other information related to the Voter's Choice Act, as well as information about registering to vote and getting involved in the election process. Election specific information is also available on the website in an accessible format. The information to be provided will include the following:

1. All voters will receive a vote-by-mail (VBM) ballot.
2. The option to use an accessible voting device at any Vote Center, and how to use the device.
3. The method for requesting, marking and submitting an accessible ballot through the County's Remote Accessible Vote-by-mail (RAVBM) program.

1-K A description of how the county elections official will educate and communicate the provisions of this section to the public, including the disability community, including organizations and individuals that advocate on behalf of, or provide services to, individuals with disabilities. The county elections official shall hold at least one voter education workshop to increase accessibility and participation of eligible voters with disabilities. §4005(a)(10)(I)(i)(VI), §4005(a)(10)(I)(i)(VI)(ib)

Information sharing with the disability community, including information about the Vote Center Model, voting options (including RAVBM), and toll-free access hotline for assistance will be conducted to include:

1. Newspapers (Hanford Sentinel and Corcoran Journal)
2. Department's Website (www.votekingscounty.com)
3. Department's Facebook Page (www.facebook.com/kingscountyelections)
4. Department's Twitter Page (@votekingscounty)
5. Materials sharing with such groups as community partners, elected officials for their newsletters, cities, special districts, school districts, community based organizations, faith-based organizations, and Public Information Officers
6. Media Availability Sessions
7. Public Service Announcements broadly distributed to outlets serving the County Departments (such as Health and Human Services, Human Assistance, Veteran Services, Probation, and Child Support Services). PSA's will be accessible for the visually impaired and/or hard of hearing voters.

Kings County does not have local television/radio stations that serve primarily Kings County residents. Rather, Kings County residents are served by regional television/radio stations most of which are located in Fresno, CA and serve the greater central valley region. Kings County will reach out to the regional television/radio stations.

To mitigate this limitation, the Kings County Elections Department will initiate an intense grass roots effort to educate voters, with suggestions by stakeholders during our VAAC and LAAC meetings. Stakeholders have indicated that voters in their communities are most likely to respond to outreach efforts conducted through local organizations, groups and agencies with whom they already have existing relationships with. Accordingly, the Registrar's Office plans to conduct presentations with community partners.

The Kings County Elections Department will hold a voter education workshop in 2022 to increase accessibility and participation of eligible voters with disabilities. The workshop will include, but not be limited to, education about the Vote Center Model, new voting equipment demonstrations, the accessibility of the voting equipment, ballot drop-off information, and options for obtaining an accessible vote-by-mail ballot electronically. Information about the workshop will be announced at least 10 days in advance of the meeting date.

EDUCATION AND OUTREACH WITH REMAINING VOTING COMMUNITIES

1-L Inform Voters of the Upcoming Election and Promote the Toll-Free Voter Assistance Hotline with the Media

EC §4005(a)(10)(I)(i)(I)

Information sharing with remaining voting communities, including information about the Vote Center Model, voting options, and toll-free voter assistance hotline for assistance, will be conducted to include:

1. Newspapers (Hanford Sentinel and Corcoran Journal)
2. Department's Website (www.votekingscounty.com)
3. Department's Facebook Page (www.facebook.com/kingscountyelections)
4. Department's Twitter Page (@votekingscounty)
5. Materials sharing with such groups as community partners, elected officials for their newsletters, cities, special districts, school districts, community-based organizations, faith-based organizations, and Public Information Officers
6. Media Availability Sessions
7. County Departments (such as Human Services Agency, Veteran Services, Probation, and Child Support Services)

Kings County does not have local television stations that serve primarily Kings County residents. Rather, Kings County residents are served by regional television stations most of which are located in Fresno and serve the greater Central Valley region.


To mitigate this limitation, the Kings County Elections Department will initiate an intense effort to educate voters, as suggested by stakeholders during our VAAC and LAAC meetings. Stakeholders have indicated that voters in their communities are most likely to respond to outreach efforts conducted through local organizations, groups and agencies with whom they already have existing relationships with. Accordingly, the Elections Department plans to conduct presentations with community partners. Our website will have a similar list that will be updated regularly, affording interested parties the opportunity to choose when and where they can participate.

The specific media outlets that will be utilized for outreach to the English preference voters has yet to be determined. The determination will be made in consultation with the Language Accessibility Advisory Committee based on available resources, media audiences and experience.

1-M Voter Education Workshop for all Voters

EC §4005(a)(10)(I)(i)(VI), EC §4005(a)(10)(I)(i)(VI)(ia)

The Registrar of Voters will hold a voter education workshop in each of Kings County's federal and state required languages.



These workshops will be held in 2022 and will provide an opportunity for the voting communities to receive information about materials and assistance available in the specified language, in addition to the Vote Center Model voting process. All workshops will have language-specific interpreters to assist attendees. Information about workshop events will be announced at least 10 days in advance of the meeting date.

1-N Public Service Announcement for all voters

EC §4005(a)(10)(I)(i)(IX)

The Kings County Elections Department will use Public Service Announcements (PSAs) via newspaper placements to inform voters of the upcoming election and the toll-free voter assistance hotline.

SECTION 2 - ELECTION ADMINISTRATION PLAN - VOTE CENTER MODEL

GENERAL

2-A Toll-Free Phone Access

§4005(a)(10)(I)(vii)

The Kings County Elections Department offers toll-free phone support during all business hours. Staff is available to assist callers in all federal/state required languages.

Toll-free hotline 1-800-289-9981 ext. 4401

BALLOT ACCESS

2-B Access to a ballot by Voters

§4005(a)(10)(I)(ii)

Receiving a Vote-By-Mail (VBM) Ballot by Mail

All Kings County registered voters receive a VBM ballot packet by mail for each election. The enclosed ballot can be marked and returned in the identification envelope included with the VBM packet. The return envelope is clearly marked to indicate that postage is paid. The ballot return envelope also contains 2 deliberately placed holes near the signature box. This is to aid visually impaired voters in locating where to sign the return envelope and to ensure their ballot is enclosed. Voters will not be required to affix any postage to the return envelope.

Requesting an Accessible Ballot - Vote Centers

All Kings County registered voters can use one of the accessible ballot marking devices at any Vote Center. As voters are checked in, Vote Center staff will inquire if the voter would like to vote a traditional paper ballot or use the ballot marking device. If the ballot marking device is chosen, a session is activated and the ballot can be marked using the touch screen display, provided audio tactile device, or their own assistive technology. The accessible voting machines will be arranged to allow all voters the opportunity to cast their ballot privately and independently.

Requesting a Remote Accessible VBM Ballot

All Kings County registered voters may opt for an accessible ballot through a Remote Accessible Vote-By-Mail (RAVBM) system. RAVBM provides voters with the ability to request a VBM ballot be sent electronically. The electronic ballot can be downloaded to the voter's computer, marked using the voter's own assistive technology and then printed. This ballot can be returned in the same manner as any VBM ballot: via USPS, placed in a Ballot Drop Box, any Vote Center, or at the Elections Office.

Instructions will be developed, in accordance with the respective use procedures, and shared on the County website, in educational materials and during public meetings.

Requesting a Replacement Ballot

Any voter may request a replacement ballot by telephone at 1-800-289-9981 ext. 4401 or (559) 852-4401, by faxing a request to (559) 585-8453, by appearing at a Vote Center, or by e-mailing the elections office at elections@countyofkings.com.

VOTE CENTER ESSENTIALS

2-C Security of the Voting Process at Vote Centers Secure Vote Center Voting

§4005(a)(10)(I)(iv)

All voting conducted at a Vote Center follows the Secretary of State's security standards, Kings County security procedures, regulations in the California Elections Code and the California Voting System Use Procedures. This includes, but is not limited to ensuring all equipment at the Vote Center is sealed, delivered, stored and used in compliance with these regulations. In addition, our current procedures require that at least three election workers be present when the site is open.

Security and Contingency Plans

§4005(a)(10)(I)(iv)(VIII)

Preventing Disruption, Continuing Vote Center Operations

§4005(a)(10)(I)(iv)(VIII)(ia), §4005(a)(10)(I)(iv)(VIII)(ib)

All staff, including those working the Vote Centers, and those providing technical and compliance support, will attend extensive training on the operation of the voting equipment, setting up a Vote Center, assisting and processing voters, securing sensitive equipment each night, and the proper procedures in case of an emergency.

Under California voting system requirements, all certified equipment must run on battery power in the event of a power outage. The Elections Department has 12 UPS batteries that can be deployed to assist with energy needs in the event of an emergency. All locations will have a cell phone. County Sheriff and local law enforcement will receive a list of all Vote Center locations. Each Vote Center will be provided with a binder for emergency procedures and be provided with an instruction manual for the operation of a Vote Center and processing voters during an emergency.

Kings County Elections will immediately work to resolve a disruption at a polling site and each disruption will have its own response. Generally, if a single Vote Center is disrupted, the Elections Department will immediately have the staff redirect voters to other Vote Centers and will inform local police, the Secretary of State's office, and provide updates via our webpage and social media to ensure voters are informed. If there is a natural disaster or other disturbance occurs that affects a Vote Center or ballot drop-off site's physical location, additional notifications, signage and staff will be available to direct voters to an alternate location. Should all activities at a Vote Center be ceased, staff will immediately secure that Vote Center's voting equipment and account for all voting materials in accordance with California Election Code and the Ballot Manufacturing and Finishing guidelines. Kings County Elections will attempt to open a replacement Vote Center and widely disseminate information to the public about the change.

2-D Vote Centers: Number to Be Established, Locations, and Hours of Operations to the Extent Available At the Time of Publication

§4005(a)(10)(I)(vi)

The Total Number of Vote Centers to Be Established.

§4005(a)(10)(I)(vi)(I)

Based on an estimated 61,000 registered voters Kings County will establish a minimum of 2 Vote Centers open for eleven days and an additional 5 vote centers open for 4 days.

The Location and Hours of Each Vote Center

§4005(a)(10)(I)(vi)(III), §4005(a)(10)(I)(vi)(VI)

The process of establishing locations continues at the time of publication of this Plan. The Elections Department's goal is to locate Vote Centers in already established accessible facilities utilized in both the Nov 2020 General and Sept 2021 Recall elections. All Vote Centers will be open continuously for a minimum of 8 hours per day and from 7 a.m. to 8 p.m. on Election Day. Based on available information at the time it is anticipated that Vote Centers will be located in the following areas: City of Hanford (3), City of Lemoore (2), City of Corcoran (1), and City of Avenal (1). The location and hours of each Vote Center will be listed in Appendix A, which will be updated as locations are confirmed for each election. The list will be included in election materials provided to each registered voter as well as on the elections website.

The most current information about Vote Center locations and hours can be found in Appendix A.

2-E Staffing Vote Centers:

§4005(a)(10)(I)(vi)(IX)

Kings County anticipates a minimum of five staff at each Vote Center and will provide additional staff as needed.

2-F Services for Voters with Disabilities

§4005(a)(10)(I)(vi)(X)

Each Vote Center will have a minimum of three fully accessible touch-screen ballot marking devices. These devices are certified by the Secretary of State for use in California elections and allow each voter to mark their ballot independently and privately. Vote Center staff will receive training on setting up the equipment, assisting voters with the equipment including voters with disabilities, trouble-shooting issues with the equipment and the proper storage of the equipment. Additionally, training on how to provide service in a thoughtful and professional manor at the polls to voters who have a disability will be provided at poll worker training. The training will fall in line with the standards set by the Secretary of State (SOS) office.

Each Voter Center will offer curbside voting in addition to traditional voting. The member of the community wishing to utilize this service shall call the 1800 number listed on the voter information guide after parking in the designated “Curbside Voting” spot. They will inform the person who answers what location they are at and would like to request a curbside ballot. A member of the vote center staff will take one of the KnowInk Poll Pads to the voter to be check-in. Once checked in, the staff member will obtain the proper paper ballot and return to the voter to have them vote. The ballot will then be given back to the staff member in a secrecy sleeve to be deposited in the ballot box.

2-G Design and Layout of Vote Centers

§4005(a)(10)(I)(vi)(XI)

Layout guidelines will be used to ensure voting booths and accessible ballot marking devices are placed in a manner that allows a voter mark their ballot independently and privately. Layouts will be sensitive to accessibility needs of voters, be adjusted to accommodate the varying shapes and room sizes of each location, and designed with a one directional pathway in mind. See Appendix C for a sample layout.

BALLOT DROP BOX ESSENTIALS

2-H Ballot Drop Boxes: Number to Be Established, Locations, and Hours of Operations to the Extent Available At the Time of Publication

§4005(a)(10)(I)(vi)

The Total Number of Drop Boxes to Be Established

§4005(a)(10)(I)(vi)(II)

Based on estimated 61,000 registered voters, Kings County is required to establish five ballot drop boxes; however, current plans are to establish a minimum of 11 Ballot Drop Box locations, seven more than required by law. Ballot Drop Boxes will be open starting no later than 28 days before Election Day. They will be closed promptly at 8pm on Election Night.

The Location and Hours of Operation of Each Ballot Drop Box

§4005(a)(10)(I)(vi)(IV), §4005(a)(10)(I)(vi)(VII)

Kings County intends to utilize the same 10 locations used in the Sept 2021 Recall Election and locate one additional drop box in the community of Kettleman City. Each drop box is in a well-known, fully accessible facility. The list of Ballot Drop Boxes and their hours of operation are shown in Appendix C. This list will be included in election materials provided to each voter and posted on the elections website.

All Drop Boxes will be available 24 hours a day until 8:00pm on Election Day and a majority of the boxes are drive up accessible. The complete list of locations and hours can be found in Appendix C, which will be updated as necessary.

VOTE CENTER AND DROP BOX LOCATION MAPS

2-I Location Maps

§4005(a)(10)(I)(vi)(V)

Maps showing the location of Vote Centers and ballot Drop Boxes are shown in Appendix D and E. These maps will be updated as necessary.

ADDITIONAL CONSIDERATIONS

2-J Estimated Costs and Savings under This Plan

§4005(a)(10)(I)(v), §4005(g)(2)

Estimated costs and savings related to the Voter's Choice Act are shown in Appendix F. Kings County Elections expects the Voter's Choice Act to result in cost savings related to printing costs while anticipating cost increases to comply with significant expanded requirements for community and voter engagement and for the overall administration of the election.

2-K After Election Activities

Address Significant Disparities in Voter Accessibility and Participation, As Required By Subdivision (g)

§4005(a)(10)(I)(iii)

Following each election conducted under the Voter's Choice Act, the Kings County Elections Department will review comments received from voters and will solicit input from community partners on data collected in compliance with Section 4005(g). Kings County will make reasonable efforts to address significant disparities identified on an item-by-item basis.

Assistance to the SOS with Report to the Legislature

§4005(g)(1)(A)

Provide Election Statistics

Kings County will provide statistical data to the Secretary of State, including the information listed in Section 4005(g).

Appendix A

Vote Center Locations June 2022 Statewide Direct Primary Election

JUNE 7, 2022 STATEWIDE DIRECT PRIMARY ELECTION

VOTING LOCATIONS

	NAME OF LOCATION	PHYSICAL ADDRESS OF POLL	CITY	Number of Days Open
1	KINGS COUNTY GOVERNMENT CENTER	1400 W. LACEY BLVD.	HANFORD	11
2	KINGS COUNTY OFFICE OF EDUCATION – LEMOORE SERVICE CENTER	876 E. D STREET	LEMOORE	11
3	AVENAL RECREATION CENTER	717 E. MONTEREY STREET	AVENAL	4
4	RECREATION ASSOCIATION OF CORCORAN GYMNASIUM	900 DAIRY AVENUE	CORCORAN	4
5	LONGFIELD CENTER	560 S. DOUTY STREET	HANFORD	4
6	SIERRA PACIFIC HIGH SCHOOL GYMNASIUM	1259 N. 13TH AVENUE	HANFORD	4
7	LEMOORE CIVIC AUDITORIUM	435 C STREET	LEMOORE	4

Voting locations will operate:

11 Day - Saturday, May 28th through Monday, June 6th from 9:00 am to 5:00 pm
Tuesday, June 7th from 7:00 am to 8:00 pm
4 Day- Saturday June 4th through Monday June 6th from 9:00 am to 5:00 pm
Tuesday, June 7th from 7:00 am to 8:00 pm

Appendix B

Drop Box Locations June 2022 Statewide Direct Primary Election

JUNE 7, 2022 STATEWIDE DIRECT PRIMARY ELECTION

OFFICIAL BALLOT DROP BOX LOCATIONS

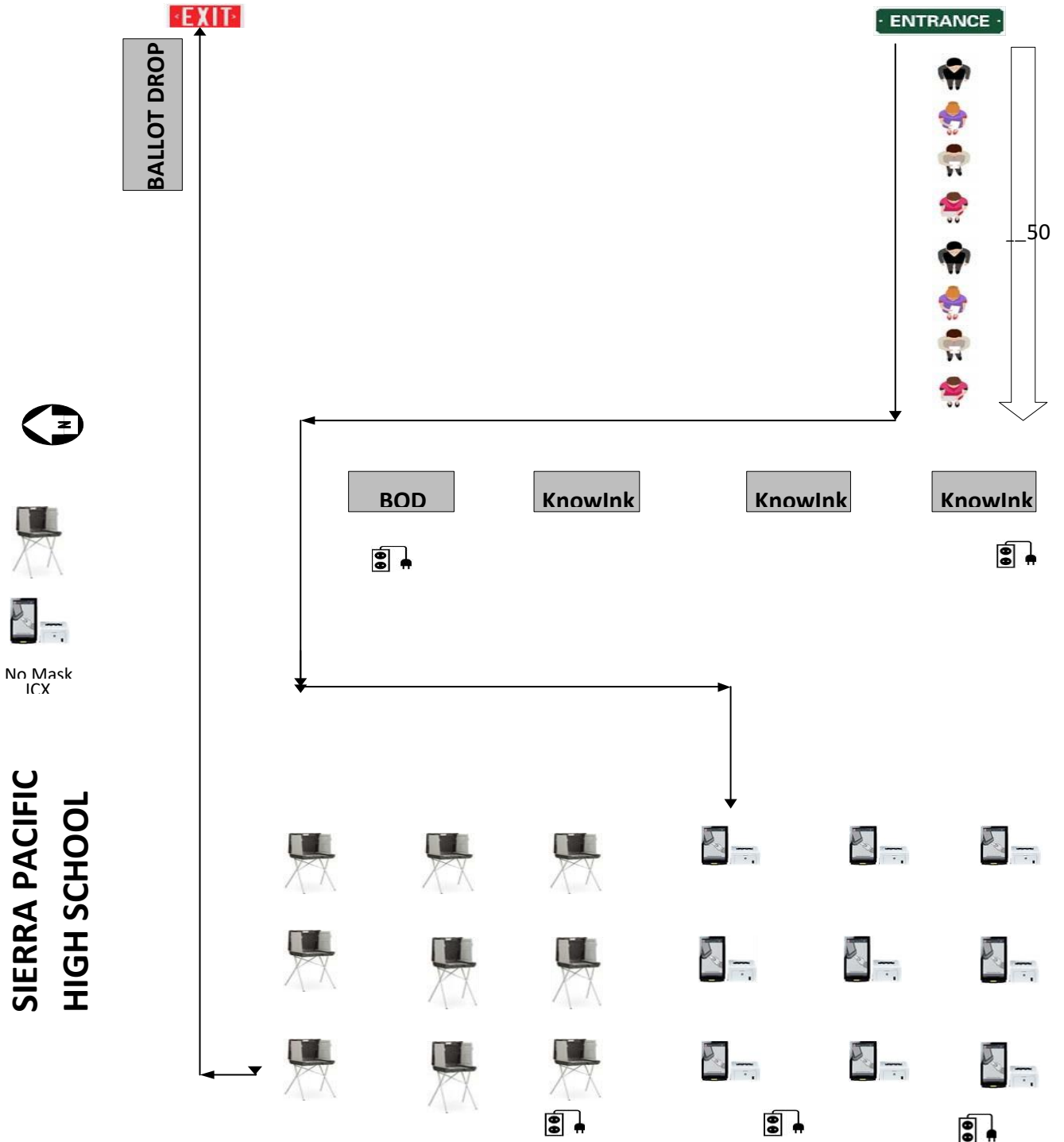
ARMONA	COMMISSION ON AGING/ SENIOR CENTER - 10953 14 TH AVENUE.
AVENAL	AVENAL BRANCH LIBRARY - 501 E. KINGS STREET.
CORCORAN	CORCORAN AREA TRANSIT/ AMTRAK STATION - 1099 OTIS AVENUE.
HANFORD	KINGS COUNTY GOVERNMENT CENTER - 1400 W. LACEY BLVD. KINGS COUNTY ELECTIONS OFFICE – 1400 W. LACEY BLVD. HOME GARDEN COMMUNITY SERVICE DISTRICT - 11677 2 ND PL. HANFORD HIGH SCHOOL 120 E. GRANGEVILLE BLVD.
LEMOORE	LEMOORE PARKS AND REC. DEPARTMENT - 721 W. CINNAMON DR. CENTRAL UNION ELEMENTARY SCHOOL - 15783 18 TH AVENUE. LEMOORE MASONIC LODGE – 647 W. BUSH STREET.
KETTLEMAN CITY	KETTLEMAN CITY BRANCH LIBRARY – 104 BECKY PEASE ST.

THE 24/7 DROP BOX LOCATIONS WILL BE AVAILABLE
STARTING MAY 9TH THROUGH JUNE 7TH AT 8:00 PM

Appendix C

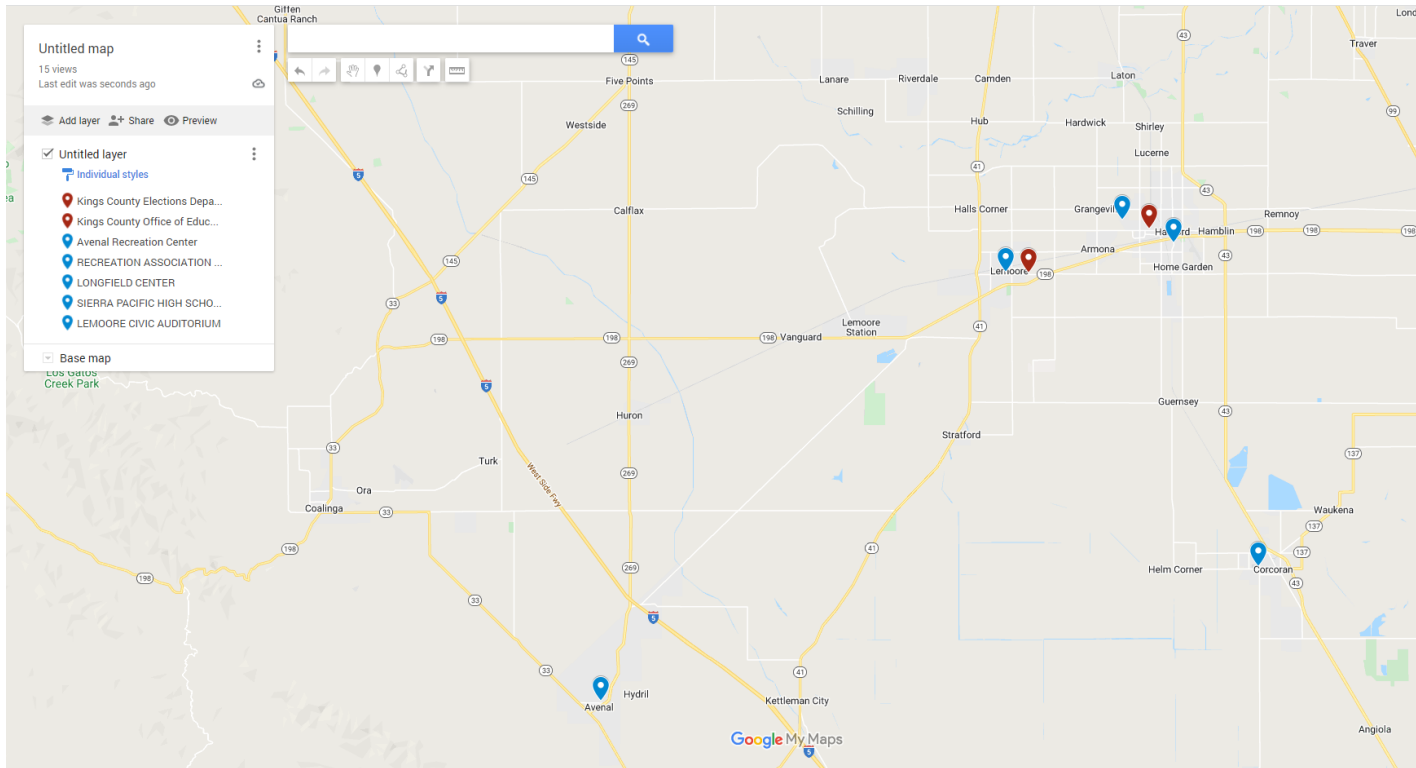
Sample Vote Center Layout

(Sierra Pacific High School GYM)



Appendix D

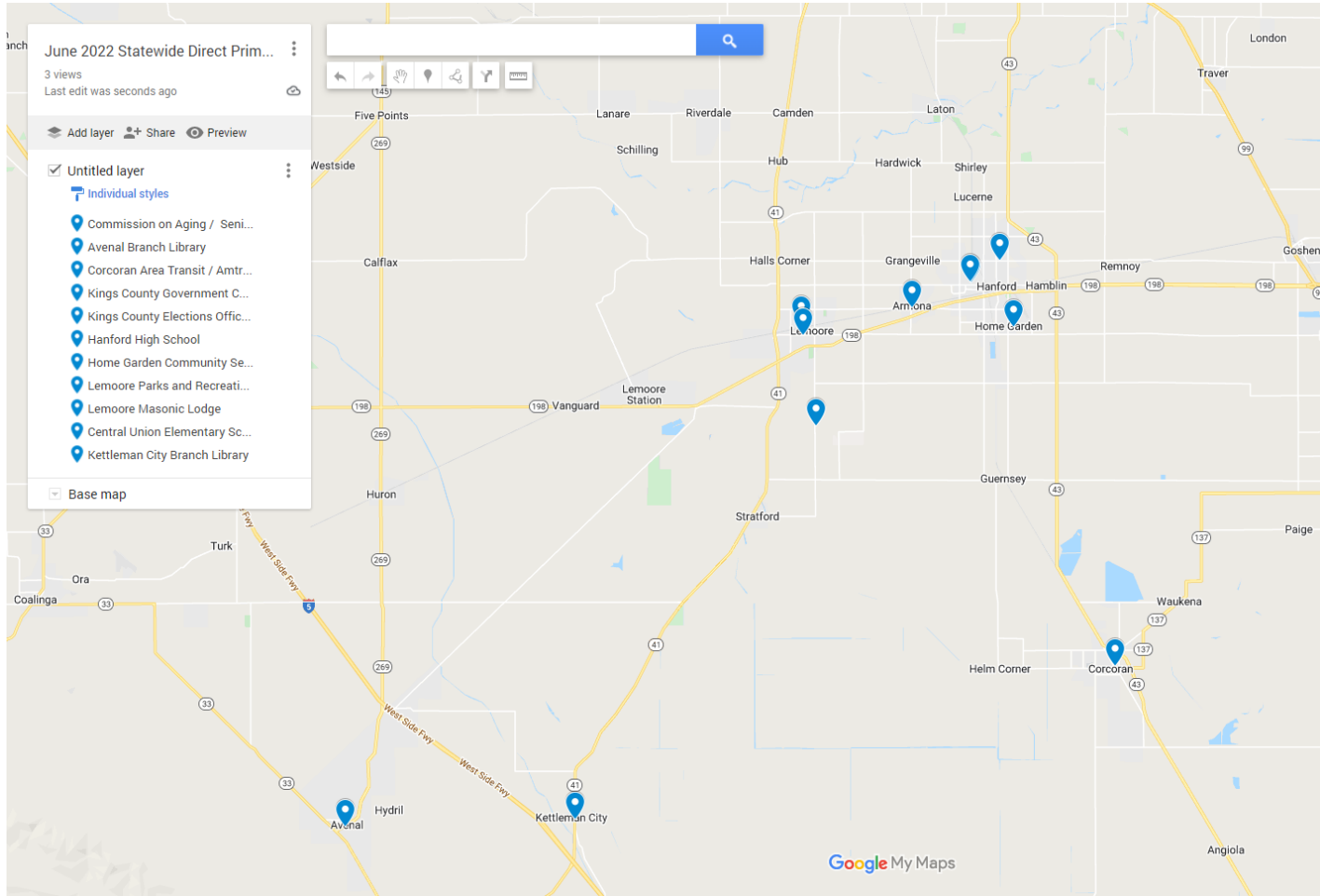
June 2022 Statewide Direct Primary Election Vote Center Locations



- **Locations with Red marker are 11 Day Vote Centers**

Appendix E

June 2022 Statewide Direct Primary Election Drop Box Locations



Appendix F

Budget Resources and Cost Comparison

Outreach Activity	2020 General Election	2021 Recall Election	2022 Primary Election (estimate)
Newspaper Publications (Legal Notices and Advertisements)	Seven thousand two hundred fifty-six dollars	Four hundred seventy-six dollars and thirty cents.	Twelve thousand five hundred dollars
Radio PSA (Script development, interview availability, translation services)	0	0	Ten thousand dollars
Television PSA (Script development, interview availability, translation services)	0	0	Unknown
Direct Voter Contact Mail (Direct mail to each registered voter as described in 1-D)	Twenty-five thousand dollars	Twenty-five thousand dollars	Fifty thousand dollars
Public Workshops/Meetings (Required workshops, LAAC Meetings, VAAC Meetings, other events as referenced in 1-B)	0	0	Two thousand five hundred dollars
Equipment Demonstrations (Voting Equipment Demonstrations at required workshops, LAAC Meetings, VAAC Meetings, other events as referenced in 1-B)	0	0	Seven thousand five hundred dollars
Digital Billboard Advertising	Four Thousand Dollars	Three thousand dollars	Six thousand dollars
Mass Transit Advertising	Three thousand five hundred dollars	0	Seven thousand dollars