

**BAY AREA
ELECTION OFFICIALS**

ALAMEDA
Tim Dupuis
Registrar of Voters



CONTRA COSTA
Deborah Cooper
Clerk-Recorder-Registrar



MARIN
Lynda Roberts
Registrar of Voters



MONTEREY
Gina Martinez
Registrar of Voters



NAPA
John Tuteur
Assessor-Recorder-Clerk



SAN BENITO
Joe Paul Gonzalez
Clerk-Auditor-Recorder



SAN MATEO
Mark Church
Assessor-Clerk-Recorder-
Chief Elections Officer



SANTA CLARA
Shannon Bushey
Registrar of Voters



SANTA CRUZ
Tricia Webber
County Clerk



SOLANO
Tim Flanagan
CIO/Registrar of Voters



SONOMA
Deva Proto
Clerk-Recorder-Assessor



COALITION OF BAY AREA ELECTION OFFICIALS

Website: [bayareavotes](http://bayareavotes.org)
Facebook: [Bay Area Votes](https://www.facebook.com/BayAreaVotes)

PRESS RELEASE

FOR IMMEDIATE RELEASE

DATE: 4/15/2022
FROM: Bay Area Election Officials

BAY AREA ELECTION OFFICIALS JOIN FORCES TO ASSURE PUBLIC TRUST IN ELECTIONS

Local election officials are your trusted source of non-partisan election information.

The Registrars of Voters around the bay have created a greater Bay Area coalition to deliver accurate, current, and transparent election information to our nearly five million voters. Our goal is to highlight the security surrounding elections, including the audits we conduct to assure accurate and secure elections.

We are seeking partnerships with journalists, reporters, and community groups to help us deliver accurate, non-partisan, and timely information regarding elections.

Democracy is fragile and public trust in elections is essential to, and the hallmark of, a well-functioning system of government.

Ongoing disinformation campaigns misguide the public with unfounded claims regarding the certified systems we use to conduct accurate and transparent elections. These malicious efforts erode voters' trust, faith, and confidence in elections and may dissuade voters from participating in future elections.

Your local county election official is your trusted source of legitimate election information. If you hear questionable claims regarding an election, reach out to your local elections office, so we can clarify it for you. You can also refer to our websites and follow our official accounts on social media. For more information, visit our website; BayAreaVotes (www.sccvote.org/bayareavotes) or our Facebook page; Bay Area Votes.

The list of Bay Area coalition contacts is attached.

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Coalition of Bay Area Election Officials

Contact Information for Media Inquiries

County	Contact Name	Contact Phone	Email
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Napa	John Tuteur	(707) 253-4459	john.tuteur@countyofnapa.org
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Santa Clara	Shannon Bushey	(408) 282-3008	rov.media@rov.sccgov.org
Santa Cruz	Tricia Webber	(831) 454-2409	tricia.webber@santacruzcounty.us
Solano	John Gardner	(707) 784-3366	jhgardner@solanocounty.com
Sonoma	Deva Proto	(707) 565-3246	deva.proto@sonoma-county.org



COALITION OF BAY AREA ELECTION OFFICIALS

bayareavotes.org
Bay Area Votes

FACT SHEET

Topic: The Official Canvass

Counties have up to 30 days to complete the official election canvass before certifying the results of an election.

There are Four Critical Tasks that are Performed During the Canvass of the Vote

1. To ensure that every eligible ballot is counted.
2. To ensure that voters only voted once.
3. To ensure proper procedures were followed on Election Day.
4. To ensure the vote tabulation system is properly counting ballots.

Ensuring Every Eligible Ballot is Counted

- **Vote by Mail (VBM) Ballots:** VBM ballots that are postmarked on or before Election Day and received up to 7 days after the election are eligible to be processed and counted by law.
- **Conditional Voter Registration (CVR):** This allows voters who missed the registration deadline or recently moved into a county to register and vote a provisional ballot as late as Election Day. These ballots are processed for eligibility and counted during the Canvass.
- **Ballot Duplication:** Ballots that are torn, stained, or otherwise unreadable by the tabulation equipment must be duplicated by teams of at least two staff. The

original ballots are retained as historical records.

Ensuring that Voters Only Vote Once

- Multiple procedures detect fraudulent activity related to voting more than once:
 - When a voter submits his or her VBM ballot, “voting history” is applied in the voter record.
 - When a voter votes in person, voting history is applied to the voter record.
 - When processing provisional and Conditional Voter Registration ballots, the voting history of the voter is reviewed to ensure the voter has not previously voted.
 - VoteCal, the statewide voter registration database, allows counties to ensure a voter has not also voted elsewhere in the state.
 - Voter records that indicate a voter may have voted more than once (within the county and across the state) are investigated.
 - Cases that truly indicate a voter may have tried to vote twice are reported to the local District Attorney’s office and the Secretary of State Fraud Division for investigation and possible prosecution.

Ensuring Proper Procedures were followed on Election Day

- After Election Day, staff inspect all precinct supplies that are returned from voting locations to ensure all eligible ballots are retrieved for processing.
- Ballot statements, logs, and notes from each voting location are collected and reviewed to ensure proper procedures were followed.
- Notes from call logs between staff and election workers are reviewed to ensure issues were resolved.
- To maintain ballot integrity, the number of voters is reconciled to the number of ballots cast for each voting location. This is a critical step in ensuring that all ballots are accounted for each voting location.

Ensuring the Vote Tabulation System is Properly Counting Ballots

- During pre-election activities, the tabulation system is subjected to rigorous Logic and Accuracy Testing with pre-marked test decks and expected outcomes to ensure the system is properly counting ballots. This is completed before any official ballots are counted.
- During the canvass, counties are required to perform audits of the ballot counting system by performing a One Percent Manual Tally.
- One percent of the precincts and VBM ballots are randomly selected for a manual hand tally and compared to the machine count results.
- To ensure every contest is audited, additional precincts and sets of VBM ballots are manually tallied to include every contest not initially tallied.

- The combination of the Logic and Accuracy Test and the One Percent Manual Tally during the canvass subjects the tabulation system to two audits before and after Election Day.

Transparency: Observers Welcomed

- All election processes and procedures are open to the public for observation.
- Contact your local election office for more specific information.



Election Security Safeguards

The Coalition of Bay Area Election Officials partnered with the Cybersecurity and Infrastructure Security Agency (CISA) to implement resources for securing all aspects of election infrastructure.



Securing NETWORKS

- Vote counting system is not connected to the internet
- Networks in high-security locations only
- Robust backup and patching policies
- Password policy
- Ports on systems are sealed to prevent access
- Multi-factor authentication
- Cybersecurity awareness, phishing and other trainings for all staff
- Cyber hygiene vulnerability scans
- Internal/external system testing
- Monitor and track system changes
- Apply principal of least privilege access
- Hardened networks
- Multiple firewalls, network segmentation
- Intrusion detection system (active intercept)
- VoteCal Statewide database



Securing FACILITIES

- Physical security assessment
- Designated high security areas
- Staff only access areas they need to do their jobs
- ID badges, access control, log
- Alarm systems and/or 24/7 video surveillance
- Partnerships with local law enforcement
- Security and ADA assessments of all voting locations
- Separate entrances for staff and public observers
- Visitors and observers escorted
- Tamper evident seals / security features
- VBM ballot drop boxes (bolted to concrete)



Securing PROCESSES

- Elections designated as “critical infrastructure” by Homeland Security
- Always two people with the ballots
- Chain of custody protocols, access management
- Voting systems must be certified by the SOS prior to being used at any election
- “Trusted build” version of software must be reloaded before each election
- Paper-based, digitally scanned vote system
- Pre-election logic and accuracy testing
- Post-election audits to confirm equipment operated correctly
- Paper ballots stored for 22 months
- VBM ballot security, bar codes, signatures verified, signature cure process
- E-poll books – real time access to registration data and voter history
- Conditional Voter Registration



Securing PEOPLE

- Oaths of Allegiance and/or background checks of all staff
- Training and supervision on safety, security, election codes, and procedures
- Staff only access those systems they need to do their job
- Periodic training on phishing and cybersecurity best practices
- Two-people are always with ballots and voting equipment
- Observers and tours – transparency of our processes
- Emergency planning – prepare for fire, flood, PSPS, earthquake, etc.
- Visitors and observers identified with unique badges
- Observers must review and agree to observer rules prior to access
- Staff follow standard uniform operating procedures across the department

CISA Resources



Election Security Snapshot



EI-ISAC Membership



Risk and Vulnerability Testing



Remote Penetration Testing



Physical Security Walkthrough



Election Emergency Response Guide



Vulnerability Scanning



Albert Sensors

#TrustedInfo2022

Vote By Mail (VBM) : Did You Know ?

Ballots are in the mail!



- Voting started, February 5
- Voters can return their Vote By Mail ballots on or before Election Day.



Vote By Mail (VBM) : Did You Know ?

You can check the status of your Vote By Mail Ballot



- Sign up for BallotTrax at the Secretary of State's office website:

<http://wheresmyballot.sos.ca.gov>



Vote By Mail (VBM) : Did You Know ?

Vote By Mail has been in California for 20 years.



- State law requires all active, registered voters to be sent a ballot in the mail.
- Vote By Mail voters are required to sign their return envelopes.



Vote By Mail (VBM) : Did You Know ?

You can help us keep our voter rolls clean.



- Inform us if you receive election materials for someone who does not live in your house.
- Please contact your county elections office for more information.



Vote By Mail (VBM) : Did You Know ?

Top reasons VBM ballots are challenged:



- The Vote By Mail return envelope is not signed.
- The signature on the envelope does not correspond with the signature on file.
- The ballot is received too late.
- The envelope is signed by someone other than the voter.



Vote By Mail (VBM) : Did You Know ?

You can cure your signature if it was challenged.



- Your county elections office will send you a letter to cure its challenged status.
- Return the letter to your county elections office right away. The letter must be received 2 days before the certification of the election to be counted.



Vote By Mail (VBM) : Did You Know ?

You have multiple ways to return your Vote By Mail Ballot.



- In the mail via USPS**
(No postage necessary when using the postage paid envelope)
- Official Ballot Drop Box**
(Directly retrieved by elections staff)
- In Person at the Elections Office or any Voting Location**



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Vote By Mail (VBM) : Did You Know ?

If you make a mistake on your ballot, you can fix it.



- Fill in the oval you want and strikethrough the oval you don't want.**
- Don't initial or sign your correction.**
(but sign your return Vote By Mail envelope)
- Contact your elections office for more information.**



Vote By Mail (VBM) : Did You Know ?

You can authorize someone to return your Vote By Mail ballot for you.



- Be sure they are someone you know and trust.**
- They must sign the appropriate space on the return envelope.**
- Be sure you sign the Vote By Mail envelope too!**



Vote By Mail (VBM) : Did You Know ?

Vote By Mail is a highly regulated process.



- Checks and balances are in place to keep your votes safe.**
- There are safeguards in place to prevent voters from voting twice.**



Vote By Mail (VBM) : Did You Know ?

Your Vote By Mail ballot is in safe hands.



- Strict chain of custody procedures and two person teams pick up the ballots.**
- Signatures on the Vote By Mail envelope are compared to the voter's signature on file.**



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COALITION OF BAY AREA ELECTIONS OFFICIALS

Website: www.bayareavotes.org

Facebook: Bay Area Votes

Coalition of Bay Area Elections Officials Code of Ethics and Standards of Conduct

We believe freedom is an inherent human right. Freedom is fragile in nature, best maintained and nurtured through the democratic process. The success of the democratic process requires fair and open elections, which accurately reflect the intent of the electorate.

As Elections Officials, we are entrusted with the responsibility to protect and promote public trust and confidence by conducting accurate, fair, and transparent elections. To reach this goal, we must be guided by ethical, non-partisan, law-abiding principles. Through a dedicated adherence to this Code of Ethics and Standards of Conduct, we demonstrate our pledge to freedom, our pride in our profession, and a commitment to the democratic process.

As mandated by the Constitution of the State of California and Government Code and to ensure that every citizen can have confidence in the integrity of their county government and the impartiality of their County's Election Administration, we swear this Oath of Allegiance. Under this oath, we solemnly swear to support and defend the Constitutions of the United States and the State of California against all enemies, foreign and domestic, and to bear true faith and allegiance to the Constitutions of the United States and the State of California. We follow the Rule of Law.

The Coalition of Bay Area Elections Officials, herein pledges to adhere to this Code of Ethics and Standards of Conduct.

As public servants, entrusted with the conduct of elections, we promise to:

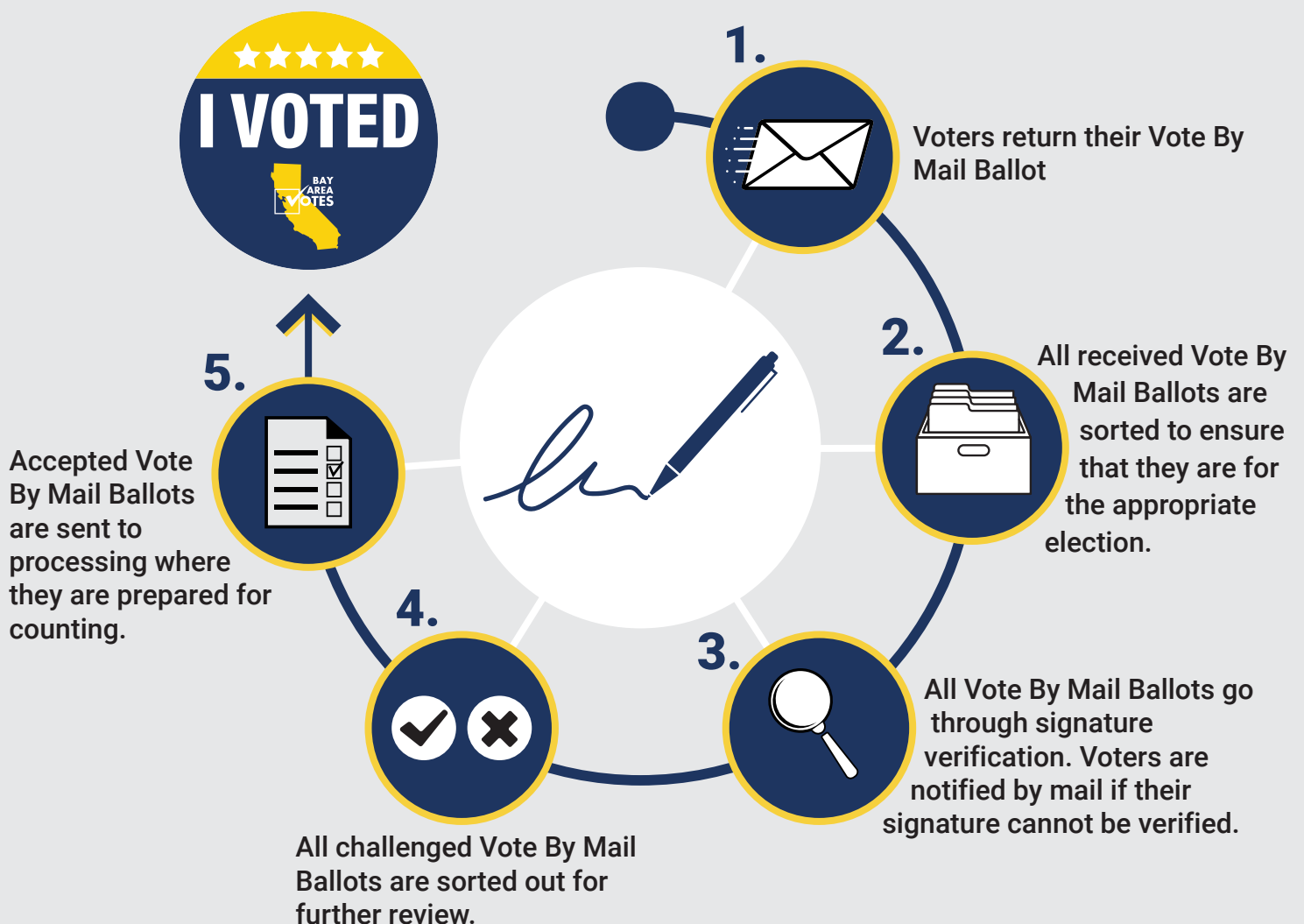
- Uphold the Constitution of the United States of America, the Constitution of the State of California, and the laws, regulations, policies, and court decisions of federal, state, and local jurisdictions;
- Uphold the highest standards of honesty and integrity in order to restore and reinforce public trust and confidence in elections;
- Observe the highest standards of performance and discharge faithfully the duties of office;
- Maintain public confidence by conducting impartial elections with fairness, efficiency, accuracy, transparency, and honesty;
- Manifest a positive role in the communities we serve by remaining accessible and receptive to individuals and groups, and exhibiting fair and equitable treatment of all members of our communities;
- Be flexible and innovative within the framework of the law to carry out the duties of Elections Officials on behalf of the public's interest;
- Have courage and stamina to protect the public interest;
- Conduct fiscal responsibilities with thoughtful consideration, integrity, and accountability;
- Not take part in any action that can be misconstrued or perceived to be a conflict of interest, including, but not limited to, the use of position or station to endorse or otherwise influence an item or person on the ballot;
- Provide equal opportunities to participate in the democratic process to all voters; and
- Treat all persons and parties of interest in a fair, neutral, and non-partisan manner, regardless of political affiliation.

HOW DO I KNOW MY VOTE WAS COUNTED?

Registered voters can drop off their voted ballots:

- In the mail
- In a drop box
- In person
 - At a vote center
 - At a polling place
 - At the Elections Office

Vote by mail return envelopes contain a unique ID to help with signature verification and ensure voters only vote once.



Did you know?

Voters can track their Vote By Mail Ballots through the entire process with BallotTrax?



To learn more, scan this QR code or visit california.ballottrax.net/voter



Coalition of Bay Area Election Officials
bayareavotes.org

WHY DOES IT TAKE SO LONG TO COUNT THE VOTES?



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Counting votes includes more than just scanning ballots and tallying results. The roadmap below shows what happens from the time polls close until the election is certified in the Bay Area.

Election Day

1

Semi Official Results contain:

- In person ballots
- VBM ballots prior to election night

2

Canvass begins, the thorough process ensuring integrity of elections. In California, counties have 28 days to complete the canvass and certify the election.

3

Vote By Mail Ballots properly postmarked by 8 pm on Election Day, accepted for 7 calendar days.

6

Provisional Ballots and same day registration

5

Cure Letters: For signature challenges received until 2 days prior to election certification.

4

Ballot Processing:

- Signature Checking
- Duplication of damaged ballots
- Scanner Preparation

7

Ballots received from other counties – up to 15 days after Election Day

8

Roster Reconciliation: Ensuring voters only voted once.

9

1% Manual Tally and verification that the ballot count is accurate.

Did you know?

All processes are open to the public for observation



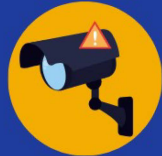
Certification of Election

ELECTION DAY



BENEATH THE SURFACE OF ELECTIONS

Election Day is just the **tip of the iceberg**. Officials **work tirelessly for months** before and after Election Day to ensure that **your vote is secured**.



TRAIN ELECTION OFFICIALS

- Course about election law and safety operating procedures
- Personnel background checks



STRENGTHEN CYBERSECURITY

- Counting system disconnected from internet to protect from hackers
- Strong firewalls and back-ups



SECURE MAIL BALLOTS

- Drop boxes bolted with concrete and tamper-evident seals
- Verify ballot signatures manually and using technology



PROTECT ELECTION OFFICES

- 24/7 alarms and video surveillance
- Designated high security areas with restricted access



COUNT VOTES ACCURATELY

- Prevent double-voting using e-poll books
- Manually checking 1% of ballots to verify accuracy of ballot-counting machine
- Store ballots for 22 months