

# MADERA COUNTY REGISTRAR OF VOTERS



## ELECTION ADMINISTRATION PLAN

---

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

**DRAFT August 2023 V4.1**

## **TABLE OF CONTENTS**

INTRODUCTION.....	3
OVERVIEW.....	3
VOTE-BY-MAIL.....	3
VOTE CENTER AND BALLOT DROP-OFF LOCATIONS .....	4
VOTING TECHNOLOGY .....	6
FISCAL IMPACT .....	6
CONCLUSION.....	6
SECTION 1 - VOTER EDUCATION AND OUTREACH PLAN .....	7
General Requirements.....	7
EDUCATION AND OUTREACH WITH THE LANGUAGE MINORITY COMMUNITIES .....	10
EDUCATION AND OUTREACH WITH THE DISABILITY COMMUNITIES.....	12
SECTION 2 - ELECTION ADMINISTRATION PLAN - VOTE CENTER MODEL.....	16
GENERAL .....	16
BALLOT ACCESS.....	16
VOTE CENTER ESSENTIALS .....	17
BALLOT DROP BOX ESSENTIALS .....	19
VOTE CENTER AND DROP BOX LOCATION MAPS.....	20
ADDITIONAL CONSIDERATIONS .....	20
LIST OF APPENDICES .....	21

## INTRODUCTION

### OVERVIEW

In 2016 California codified a dramatic change in election law by adopting the Voters Choice Act (VCA) (EC 4005). The Voters Choice Act authorized Madera County (and 13 other counties) to conduct any election by all mailed ballot with Vote Centers commencing in 2018. The Madera County Registrar of Voters (MCROV) adopted the VCA Model in September 2017.

In 2002 state law was amended to allow voters to register as permanent vote-by-mail. Since then the number of vote-by-mail (VBM) has steadily grown to 67% of the County's registered voters as of the 2016 General Election.

The Madera County Registrar of Voters established both a Voting Accessibility Advisory Committee (VAAC) and a Language Accessibility Advisory Committee (LAAC) in September of 2017. These committees were established to provide important feedback to MCROV.

The MCROV is required by the VCA to revise the Election Administration Plan (EAP) every 4 years. The plan is intended to be all encompassing; representing feedback from various stakeholders, interest groups and community members including our language and disability communities. In accordance with Election Code 4005(a)(10)(G) the MCROV is revising the Election Administration Plan for the 2024 Election cycle.

The MCROV has planned a public hearing to solicit public input regarding the draft revised plan. Additionally the County Elections office is specifically seeking input from those individuals and organizations representing the limited English proficiency and disability communities.

The public comment period for the draft revised administration plan commenced on July 31, 2023 and ended August 14, 2023 at 5:00pm. A noticed public hearing was conducted at 3:00pm on August 11, 2023, at the Madera County Government Center, located at 200 West Fourth Street, Madera, CA 93637, as required by law, to give the community the opportunity to comment publicly on the plan.

The EAP is intended to provide the necessary information to the voters of Madera County regarding the implementation of the VCA. As such, herein we describe the vote-by-mail (VBM) process, the proposed locations of Vote Centers and ballot drop off locations (BDOL), technology to be deployed and a description of our voter education and outreach plan.

### VOTE-BY-MAIL

In accordance with the VCA, all registered voters will be mailed a ballot 29 days before the election with a ***postage paid*** envelope to return the ballot in. Voters may request a VBM ballot in a language other than English. All voters may take advantage of our Remote Accessible Vote-

By-Mail System (RAVBM), which will allow qualified voters to access and mark their ballot in a screen-readable format on a personal computer.

### **VOTE CENTER AND BALLOT DROP-OFF LOCATIONS**

The VCA establishes definitive criteria for the placement/location of vote centers and drop boxes. The law requires that Vote Centers and Ballot Dropoff locations be accessible to voters with disabilities, located near population centers, public transportation and near low-income and language minority communities.

Vote Center and Ballot Drop-off locations have been updated. Additionally, Geographic Information System (GIS) mapping software, U.S. Census Data, voter history and any other readily available data were utilized to ensure locations are in optimal proximity to voters.

The plan, as currently written anticipates that the first two vote centers would be located in the communities of Madera and Oakhurst. Vote Centers 3 through 8 are anticipated to be in the communities of Chowchilla, Coarsegold, Madera and Madera Ranchos. It is anticipated that Ballot Drop boxes will be in the communities of Chowchilla, Madera, North Fork, Madera Ranchos and Oakhurst.

**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, however voters can cast their ballots, or request and receive replacement ballots at any Vote Center countywide. Voters will also be able to register to vote or 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.

Vote Centers will have secure access to the County's Election Management System ("EMS"), allowing Vote Center staff to verify, in real time, the voting status of each voter.

Vote Centers will be equipped with up a minimum of 3 accessible ballot marking devices. All Vote Centers are compliant with the Americans with Disabilities Act (ADA) and are equipped with Dominion ICX Ballot Marking Devices. The ICX machines are available to all voters but may be especially helpful to voters with disabilities because of their accessibility features. These features enable voters with temporary or permanent disabilities to exercise their right to vote privately and independently. "Privately and independently" means these devices enable them to vote without having to rely on another person to help them mark their ballot and without having to reveal how they are voting to anyone else, protecting their right to cast a secret ballot. The accessibility features of ICX machines include a touchscreen; a handheld controller with buttons in different shapes and colors for audio; options to change text size and color contrast on the screen; headphones for listening to an audio version of the ballot and audio instructions for navigating and marking the ballot electronically; and options for connecting a sip-and-puff device

or paddle switches. The ICX machines print a paper ballot that the voter can review once the voter has marked the ballot electronically. All ICX machines meet ADA/Language requirements. Vote center workers are trained to assist voters with specific needs. Voters with disabilities may also contact the Disability Rights California hotline at 1-888-569-7955 or TTY 1-800-719-5798 for assistance. Each Vote Center worker is trained to handle Curbside Voting in which voters may park outside the vote center and a staff will assist them.

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

A sample Vote Center layout diagram is provided in the appendices.

**VOTE CENTER FORMULA:** Vote Centers will open sequentially, with greater numbers of Vote Centers in operation as the election draws nearer. The first two Vote Centers will open 10 days before the election, and four additional Vote Centers will be in full operation beginning the third day before the election.

The VCA has established the following formula for determining the number of Vote Centers throughout the County. These numbers are based on an estimate of 74,000 registered voters for the March 2024 Election:

Days before election day	Number of Registered Voters per Vote Center	Number of Vote Centers
10	50,000	2
3	10,000	8

All Vote Centers will be open from 8am to 5pm starting 10 days before the Election, including weekends and holidays, and open from 7:00 a.m. to 8:00 p.m. on Election Day.

Each Vote Center will be staffed by no less than five election workers. The County will recruit at least one Spanish-speaking election worker in each Vote Center to provide language assistance. Additionally, the County will make a good faith effort to recruit election workers who speak Punjabi.

**BALLOT DROP-OFF BOXES:** At least one Ballot Drop-off box is required for every 15,000 registered voters in the County. Accordingly MCROV will provide 5 ballot drop boxes and include a plan for a sixth box when required. Ballot drop boxes will be available no less than 28 days before Election Day and open during regular business hours. All Madera County ballot drop boxes will be located outside and be open 24 hours per day until 8:00pm on Election Day.

A list of proposed Vote Center and Ballot Drop-off locations, along with Vote Center and Ballot Drop-off location maps, are included in the appendices.

### **VOTING TECHNOLOGY**

The MCROV will deploy the Image Cast Voting System (ICVS) from Dominion Voting Systems (DVS) for the 2024 election cycle. The ICVS deployment will include a minimum of 3 Image Cast X (ICX) accessible ballot marking devices at each center as well as a Mobile Ballot Printing (MBP) module that will allow MCROV to print ballots on demand in all required languages at all Vote Centers. Additionally, MCROV will deploy the DVS Remote Accessible Vote-By-Mail system for those who request an accessible VBM ballot. The ICVS will also include new state of the art scanners with image capturing and audit-mark capabilities.

Additionally, at each Vote Center a network of personal computers will be linked to the MCROV Election Information Management System (EIMS) through a secure connection. EIMS is connected to the voter registration administered by the State of California (VoteCal). This will provide access to voter registration data, enabling Vote Center staff to determine the registration and voter status of every voter in real time.

### **FISCAL IMPACT**

The fiscal impact of the 2024 Election cycle is expected to be comparable to the costs associated with both the 2020 and 2022 elections, however inflationary factors may result in higher-than-normal expenses. Given the amount of interest in the Presidential Election MCROV is preparing for a significantly higher turnout than 2022. In order to prepare for the increased turnout additional vote center workers, ballot transport staff and ballot processing staff will be utilized to avoid delays. These enhancements come at an expense and will certainly result in the 2024 Election cycle being the most expensive cycle in Madera County history.

### **CONCLUSION**

The California Voter's Choice Act was the most significant improvement to the voting process in the history of California. The election model has had a positive impact on voter participation, provided greater accessibility to voters with disabilities, improved our voting systems and technology, and strengthened our elections infrastructure security.

The Madera County Registrar of Voters Office is excited about the numerous improvements that have been made and will continue to improve upon them.. We look forward to continuing to provide accurate, transparent and fair elections that Madera 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)*

MCROV will provide information about obtaining a VBM ballot in an accessible format and the process for requesting such a ballot utilizing all the outlets and methods described in Section 1 - B of this document, in addition to the following:

- 1) Local television (Stations to be determined). Stations will include those in Spanish and Punjabi (if available).\*
- 2) Newspapers (Adjudicated Newspapers of General Circulation in Madera County: Madera Tribune, Sierra Star, Chowchilla News). Newspapers will include those in Spanish and Punjabi (if available).
- 3) Radio (Stations to be determined). Stations will include those in Spanish and Punjabi (if available)\*
- 4) Social Media and Department Website (@MaderaElections, @MaderaCounty)
- 5) Outreach to such groups as community partners, disability advocate organizations, elected officials, special districts, school districts, community based organizations, faith-based organizations, and Public Information Officers.
- 7) Media Availability Sessions
- 8) County Departments (such as Health and Human Services, Human Assistance, Veteran Services)
- 9) Public Service Announcements, broadly distributed to all outlets serving the County including PSA's in Spanish and Punjabi.

***\*Madera County does not have local television/radio stations that serve primarily Madera County residents. Rather, Madera County residents are served by regional television/radio stations most of which are located in Fresno, CA and serve the greater central valley region. Accordingly, MCROV will look to partner with our surrounding counties (Fresno/Merced) to provide regional advertisements and public service announcements on a shared cost basis. This approach was successful in past elections and will be repeated when possible.***

***To mitigate the limitation of not having local media, the Madera County Registrar's Office has initiated an intense grass roots effort to educate voters, as suggested by stakeholders during our community 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 Registrar's website/social media sites will have a list of scheduled appearances that will be updated regularly, affording interested parties the opportunity to choose when and where they can participate.***

The information to be provided will include the option to use an accessible voting device at any Vote Center, and how to use the device; and, the method for requesting, marking and submitting an accessible ballot through the County's Remote Accessible Vote-by-mail (RAVBM) program.

**1-B *Community Presence To Educate Voters On The Voter's Choice Act §4005(a)(10)(I)(i)(III)***

MCROV's community presence will provide Vote Center Model information directly to the voters and attendees of a wide variety of events. MCROV's goal is to coordinate with our community partners to identify opportunities to educate our voters, offer demonstrations of the voting equipment, and explain how to request and obtain an accessible ballot. MCROV 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:

- 1) Department's VAAC and LAAC
  - a. Meetings include voting system demonstrations and informational updates
  - b. Materials development with VAAC and LAAC members, and presented for distribution within their communities
  
- 2) Presentations to various audiences:
  - a. Neighborhood associations
  - b. County Board of Supervisors
  - c. City Disability Advisory Committee
  - d. City Councils and City Clerks
  - e. Elected official's town halls
  - f. School district boards
  - g. Special districts boards
  - h. County Central Committees and political committees
  - i. Faith-based communities
  - j. Language communities (Spanish and Punjabi)
  - k. Philanthropic organizations (e.g. Soroptimist, Rotary, Kiwanis,)
  - l. Madera County public libraries



**1-C *Use Of Resources For Voter Education And Outreach.***  
*§4005(a)(10)(I)(i)(VII)*

MCROV will spend the necessary resources to ensure voters are informed about the Vote Center model voting process. The budget information for the March 2024 election along with a comparison of the education and outreach budgets from past years is shown in Appendix E.

**1-D *Direct contacts with voters providing information on the upcoming election and promoting the toll-free voter assistance hotline.***  
*§4005(a)(10)(I)(i)(X)*

MCROV will contact each Madera County registered voter a minimum of two times, by mail, to provide information on the upcoming election and the availability of MCROV's toll-free assistance hotline. The two direct contacts will include information about all mail ballot elections, 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 and additional information about the upcoming election. The first direct mailer will be sent to voters no later than 29 days before election day. The second direct mailer will be sent to voters no later than 15 days before election day.

**1-E *Postage-paid postcard for requesting materials in an alternate language or an accessible format VBM***  
*§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 VBM ballot in an alternate format. Instructions will be included in the Guide and on the MCROV website for completing and returning the postcard.

MCROV's website ([www.votemadera.com](http://www.votemadera.com)) has a page dedicated to information about the Voter's Choice Act. Information is in accessible formats (when possible) and is 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, digital versions of collateral used to educate the public and LAAC/VAAC agendas, minutes and information. The website also has information about registering to vote and getting involved in the election process, including working at a vote centers. Additional information found on the website is addressed in the appropriate sections of this plan. Materials on the website will be translated in Spanish and English when appropriate.

**EDUCATION AND OUTREACH WITH THE LANGUAGE MINORITY COMMUNITIES*****§4005(a)(10)(I)(i)(I)***

MCROV established a Language Accessibility Advisory Committee (LAAC) in September 2017 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******§4005(a)(10)(I)(i)(I)***

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

- 1) Local television (Stations to be determined). Stations will include those in Spanish and Punjabi (if available). \*Newspapers (Adjudicated Newspapers of General Circulation in Madera County: Madera Tribune, Sierra Star, Chowchilla News)
- 2) Radio (Stations to be determined). Stations will include those in Spanish and Punjabi (if available)\*
- 3) Social Media and Department's Website (@MaderaElections, @MaderaCounty)
- 4) 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, including community partners that serve those who speak Spanish and Punjabi.
- 5) Media Availability Sessions
- 6) Public Service Announcements, broadly distributed to outlets serving the County, including PSA's in Spanish and Punjabi.
- 7) County Departments (such as Health and Human Services, Human Assistance, Veteran Services, Probation, and Child Support Services)

***\*Madera County does not have local television/radio stations that serve primarily Madera County residents. Rather, Madera County residents are served by regional television/radio stations most of which are located in Fresno, CA and serve the greater central valley region. Accordingly, MCROV will look to partner with our surrounding counties (Fresno/Merced) to provide regional advertisements and public service announcements on a shared cost basis. This approach was successful in past elections and will be repeated when possible.***

***To mitigate the limitation of not having local media, the Madera County Registrar's Office has initiated an intense grass roots effort to educate voters, as suggested by stakeholders during our community 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 Registrar's website/social media sites will have a list of scheduled appearances 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 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.***

Additionally, Madera County will coordinate with the Secretary of State's Office on targeted television PSA's for distribution to Cable and Satellite Television providers. It is expected that these PSA's will only reach Madera County audiences. This method will allow the use of television media while minimizing, to the greatest extent possible, voter confusion.

Madera County, in accordance with Election Code 14201, will provide language services, including voteable ballots in the Punjabi language, in select precincts, for the 2024 Election cycle.

**1-G *Identifying Language Minority Voters***  
*§4005(a)(10)(I)(i)(V)*

MCROV uses 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 Registrar is printed in both English and Spanish.

**1-H *Voter Education Workshop For Minority Language Voters***  
*4005(a)(10)(I)(i)(VI), §4005(a)(10)(I)(i)(VI)(ia)*

MCROV will hold a bilingual voter education workshop for Madera County's federal and state required languages. The required languages at this time are Spanish and Punjabi.

These workshops will be held prior to each election 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.

Collateral to be used during workshops is still being developed at this time. As it becomes available, it will be available on the MCROV website, [www.votemadera.com](http://www.votemadera.com) in English, Spanish and Punjabi

**1-I *Public Service Announcement for Minority Language Citizens***

*§4005(a)(10)(I)(i)(IX)*

MCROV will use Public Service Announcements to inform voters in minority language communities of the upcoming election and the toll-free assistance hotline. The PSAs will be distributed through minority language television, radio, and newspapers in Spanish and Punjabi.

**EDUCATION AND OUTREACH WITH THE DISABILITY COMMUNITIES**

MCROV established a Voting Accessibility Advisory Committee (VAAC) in September 2017 to advise and assist with access to the electoral process by voters with disabilities. The VAAC is comprised of local residents who advocate on behalf of the disability community.

**1-J *Website has publicly available accessible information***

*§4005(a)(10)(I)(i)(IV)*

Information on the MCROV's website ([www.votemadera.com](http://www.votemadera.com)) is in accessible formats and is publicly available, including the availability of translated materials in Spanish and Punjabi. 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) Television (Stations to be determined)\*
- 2) Newspapers (Adjudicated Newspapers of General Circulation in Madera County: Madera Tribune, Sierra Star, Chowchilla News)
- 3) Radio (Stations to be determined)\*
- 4) Social Media and Department's Website (@MaderaElections, @MaderaCounty)
- 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 County Departments (such as Health and Human Services, Human Assistance, Veteran Services, Probation, and Child Support Services). When applicable, PSA's will be accessible for the visually impaired and/or hard of hearing voters.

***\*Madera County does not have local television/radio stations that serve primarily Madera County residents. Rather, Madera County residents are served by regional television/radio stations most of which are located in Fresno, CA and serve the greater central valley region. Accordingly, MCROV will look to partner with our surrounding counties (Fresno/Merced) to provide regional advertisements and public service announcements on a shared cost basis. This approach was successful in past elections and will be repeated when possible.***

***To mitigate the limitation of not having local media, the Madera County Registrar's Office has initiated an intense grass roots effort to educate voters, as suggested by stakeholders during our community 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 Registrar's website/social media sites will have a list of scheduled appearances that will be updated regularly, affording interested parties the opportunity to choose when and where they can participate.***

Additionally, Madera County will coordinate with the Secretary of State's Office on targeted television PSA's for distribution to Cable and Satellite Television providers. It is expected that these PSA's will only reach Madera County audiences. This method will allow the use of television media while minimizing, to the greatest extent possible, voter confusion.

MCROV will hold a voter education workshop prior to each election 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 a remote accessible vote-by-mail ballot electronically. The workshop will include detailed information about how to obtain a Remote Accessible Vote By Mail Ballot (RAVBM), how to access the RAVBM system, and where additional information about RAVBM can be found. Information about the workshop will be announced at least 10 days in advance of the meeting date.

**EDUCATION AND OUTREACH TO PERSONS WITH A CRIMINAL HISTORY AND CORRECTIONAL INSTITUTIONS**

While not specifically required in Elections Code 4005, Madera County will continue efforts to inform persons with criminal histories and those individuals incarcerated in the Madera County jail with information pertaining to their eligibility to vote, how to register to vote and how to vote. Outreach will include distributing fact sheets about voting rights for persons with a criminal history (included in the appendices) to the County Probation Office, the Madera County Jail and organizations/agencies serving the general public.

Additionally, MCROV will provide California Voter Registration cards, posters/postcards (provided by American Civil Liberties Union) to the County Jail. A letter explaining their voting rights, instructions on how to register to vote and the voting process will be distributed to every inmate in the institution.

**EDUCATION AND OUTREACH ANTICIPATED EXPENDITURES**

Madera County anticipates spending the following amounts, per election, in an effort to fund the necessary outreach activities mentioned in this portion of the plan.

Outreach Activity	2024 Anticipated Expenditures	2022 Expenditures	2020 Expenditures
Newspaper Publication (Legal Notices, Advertisements)	\$4,000	\$3,000	\$3,000
Radio PSA (Script development, interview availability, translation services)	\$3,000	\$1,000	\$1,000
Direct voter contact mail (see section 1-D)	\$50,000	\$45,000	\$40,000

ELECTION ADMINISTRATION PLAN

Public Workshops, meetings, presentations	\$3,000	\$2,500	\$3,000
Social Media Advertising	\$5,000	\$0.00	\$1,500
Television PSA/Advertising	\$2,500	\$1,000	\$1,000

## **SECTION 2 - ELECTION ADMINISTRATION PLAN - VOTE CENTER MODEL**

### **GENERAL**

#### **2-A *Toll-Free Phone Access*** *§4005(a)(10)(I)(vii)*

MCROV offers toll-free phone support during all business hours. Staff is available to assist callers in federal/state required languages.

Toll-free hotline (800) 435-0509

### **BALLOT ACCESS**

#### **2-B *Access To A VBM Ballot By Voters With Disabilities*** *§4005(a)(10)(I)(ii)*

##### **Receiving A Vote-By-Mail (VBM) Ballot By Mail**

All Madera 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. Voters will not be required to affix any postage to the return envelope.

##### **Requesting An Accessible Ballot - Vote Centers**

All Madera County registered voters can use one of at least three accessible ballot marking devices at any Vote Center. Voters check in, request an accessible ballot and are provided with a key card that populates the accessible device with their ballot. 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**

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



### **Requesting A Replacement Ballot**

Any voter may request a replacement ballot by telephone at (800) 435-0509 or (559) 675-7720, by faxing a request to (559) 675-7870, by appearing at a Vote Center, or through the RAVBM system.

## **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, MCROV's 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 two 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. All locations will have a cell phone. County Sheriff and local Police jurisdictions 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 situation.

MCROV 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, MCROV will immediately have the staff redirect voters to other Vote Centers and will inform local police, the Secretary of State's office, and provide

media updates 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. MCROV 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 the current Report of Registration MCROV will establish a minimum of 2 Vote Centers open for ten days prior to and election day and an additional 6 vote centers open for 3 days prior to and election day.

MCROV will utilize the Madera County Mobile Vote Center on an as needed basis to supplement the availability of early voting.

***The Location and Hours Of Each Vote Center***

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

MCROV assesses the location of each vote center prior to every election cycle. In addition to the criteria established in EC 4005(a)(10)(B), deference is given to previous vote center locations. It is anticipated that the two 11-day vote centers will be located in the City of Madera and the community of Oakhurst. The additional 6 vote centers are planned for the communities of Chowchilla, Coarsegold, Madera and Madera Ranchos.

The most current information about Vote Center locations and hours can be found in the appendices.

**2-E *Staffing Vote Centers:***

*§4005(a)(10)(I)(vi)(IX)*

MCROV anticipates a minimum of five staff at each Vote Center.

**2-F *Services for Voters with Disabilities***

*§4005(a)(10)(I)(vi)(X)*

Each Vote Center will have a minimum of 3 fully accessible touch screen voting 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. Additionally, 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, MCROV will procure specialized training, using a train-the-trainer approach, specifically for providing services to voters with disabilities. MCROV plans to utilize an organization that advocates on behalf of, or provide services to, individuals with disabilities to provide the specialized training.

## **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 to mark their ballot independently and privately. Layouts will be sensitive to accessibility needs of voters and will be adjusted to accommodate the varying shapes and room sizes of each location. A sample vote center layout is provided in the appendices.

## **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 the current Report of Registration MCROV is required to establish 5 ballot drop boxes. Additionally, MCROV is in the initial stages of acquiring and locating a 6<sup>th</sup> ballot drop box with the location to be determined. These locations will open 28 days prior to and through Election Day.

#### ***The Location and Hours of Operation Of Each Ballot Drop Box***

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

MCROV has partnered with the community to locate drop boxes in well-known, fully accessible locations. The list of Drop Boxes and their hours of operation are shown in the appendices. This list will be included in election materials provided to each voter.

All Madera County ballot drop boxes are located outdoors, open 24 hours per day, seven days per week until 8:00pm on Election Day.

## **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 the appendices. 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)*

Madera County has conducted elections using the Vote Center model for the last seven statewide elections and one local special election. There are no anticipated savings as a result of continuing to conduct elections in this way nor are there anticipated to be any additional costs with this plan.

### **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, MCROV will review comments received from voters and will solicit input from community partners on data collected in compliance with Section 4005(g). MCROV 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 To The Secretary Of State***  
MCROV will provide statistical data to the Secretary of State, including the information listed in Section 4005(g).

## **LIST OF APPENDICES**

Appendix A - Vote Center Locations and Hours

Appendix B - Vote Center Sample Layout

Appendix C - Drop Box Locations and Hours

Appendix D - Location Maps  
Vote Centers - 11 Day  
Vote Centers - 4 Day  
Drop Boxes

Appendix E – Voting Rights for persons with criminal histories flyer.

## ***Appendix A***

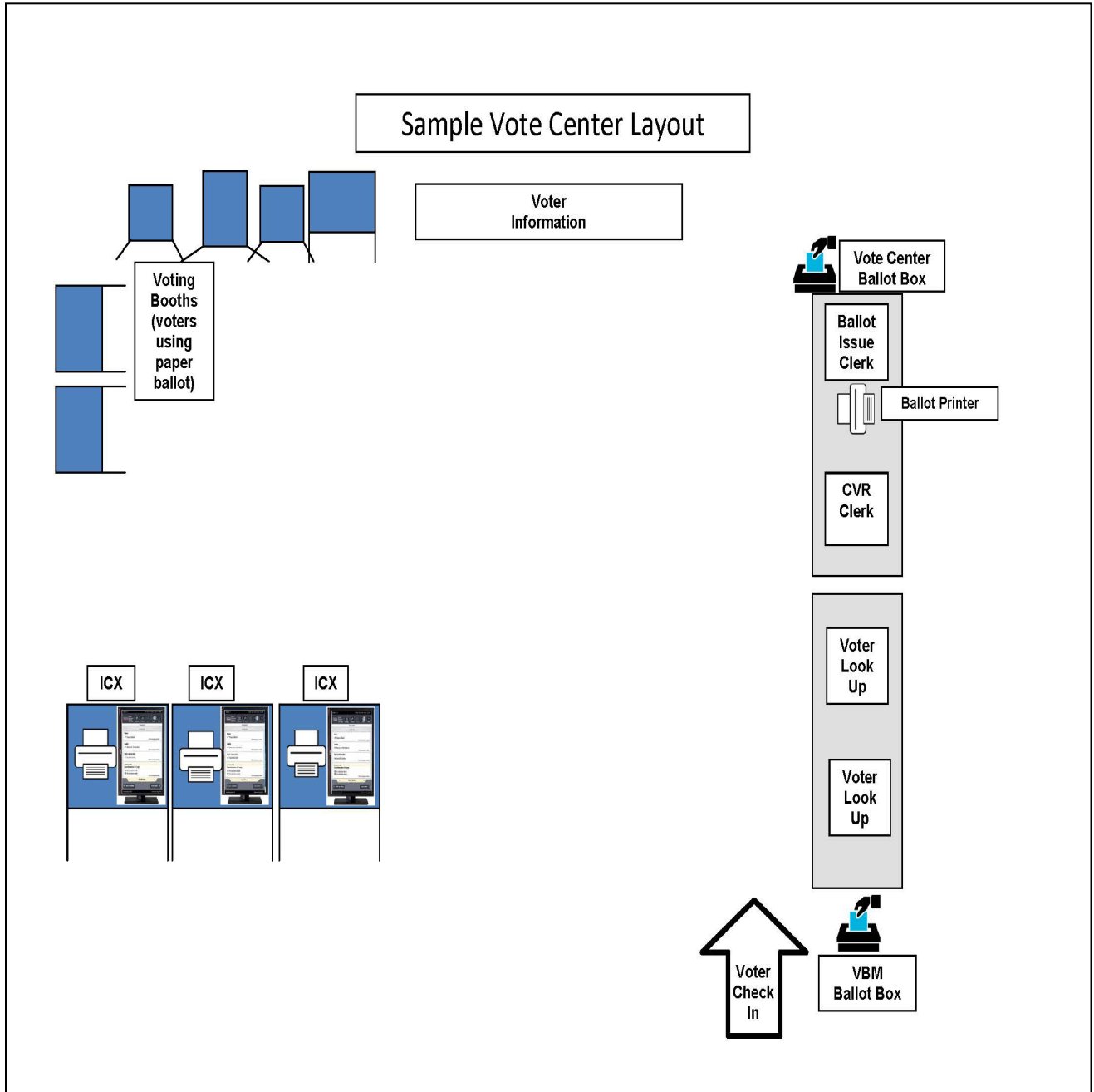
### **Vote Center Locations and Hours**

- 1. Madera County Government Center - Lobby**  
**200 W. 4<sup>th</sup> Street**  
**Madera, CA 93637**  
**Days/Hours of Operation:**      **10 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 2. Oakhurst Community Center**  
**39800 Road 425B**  
**Oakhurst, CA 93644**  
**Days/Hours of Operation:**      **10 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 3. City of Chowchilla Civic Center – Council Chambers**  
**130 S. 2<sup>nd</sup> Street**  
**Chowchilla, CA 93610**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 4. Liberty High School - Theatre (Madera Ranchos)**  
**12220 Road 36**  
**Madera, CA 93636**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 5. Foothill Church of Coarsegold**  
**45543 Road 415**  
**Coarsegold, CA 93614**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 6. Pan-American Community Center**  
**703 Sherwood Way**  
**Madera, CA 93638**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 7. Superintendent of Schools**  
**1105 S. Madera Ave**  
**Madera, CA 93637**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**
  
- 8. Veterans of Foreign Wars Post #1981**  
**2026 N. Granada Dr**  
**Madera, CA 93637**  
**Days/Hours of Operation:**      **3 days prior to Election Day**      **8:00am – 5:00pm**  
**Election Day**      **7:00am – 8:00pm**

## Appendix B

### Vote Center Sample Layout

Below is a working sample of a Vote Center layout. Each Vote Center will be setup in a manner that offers the highest level of accessibility and efficiency for that specific location.



## ***Appendix C***

### Ballot Dropbox Locations/Hours (As of July 1, 2023)

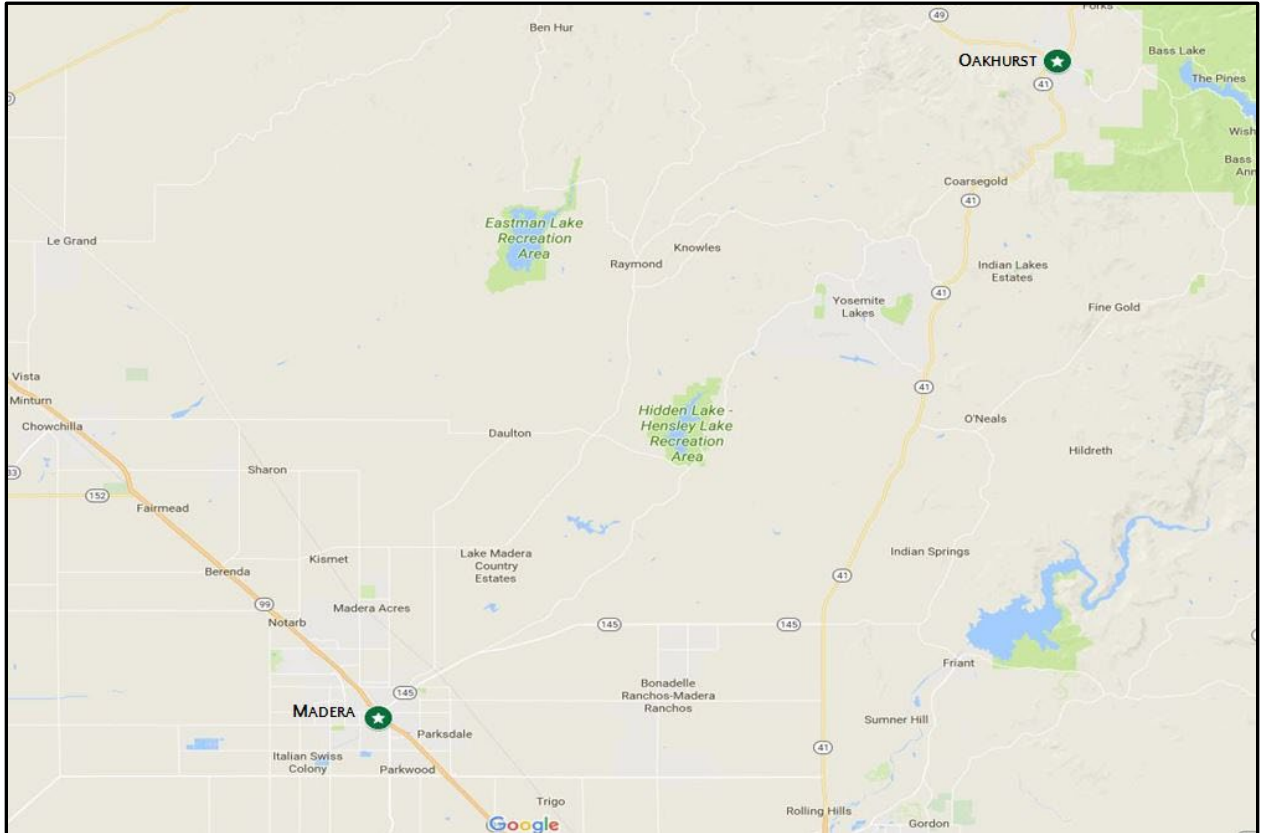
- 1. Madera County Government Center (Outside)**  
**200 W. 4<sup>th</sup> Street**  
**Madera, CA 93637**  
**Days/Hours of Operation: Beginning 28 days before Election Day Election Day** **24 hours per day**  
**Closes at 8:00pm**
  
- 2. Madera County Satellite Government Center (Outside)**  
**40232 Junction Drive**  
**Oakhurst, CA 93644**  
**Days/Hours of Operation: Beginning 28 days before Election Day Election Day** **24 hours per day**  
**Closes at 8:00pm**
  
- 3. City of Chowchilla Civic Center (Outside)**  
**130 S. 2<sup>nd</sup> Street**  
**Chowchilla, CA 93610**  
**Days/Hours of Operation: Beginning 28 days before Election Day Election Day** **24 hours per day**  
**Closes at 8:00pm**
  
- 4. Madera Ranchos Branch Library (Outside)**  
**37398 Berkshire Drive**  
**Madera, CA 93636**  
**Days/Hours of Operation: Beginning 28 days before Election Day Election Day** **24 hours per day**  
**Closes at 8:00pm**
  
- 5. North Fork Tribal Office (Outside)**  
**33143 Road 222**  
**North Fork, CA 93643**  
**Days/Hours of Operation: Beginning 28 days before Election Day Election Day** **24 hours per day**  
**Closes at 8:00pm**



## Appendix D

### Location Maps

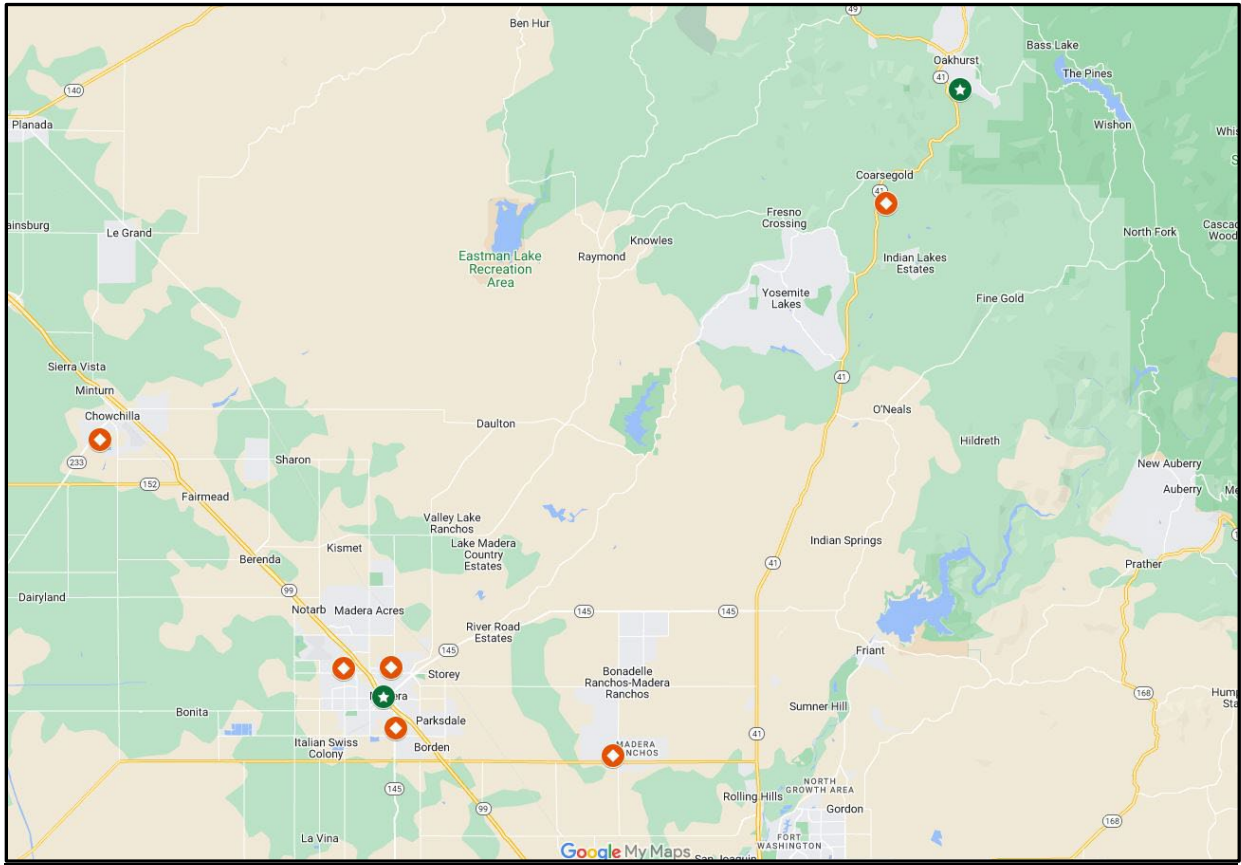
### 11 Day Vote Centers



# ELECTION ADMINISTRATION PLAN

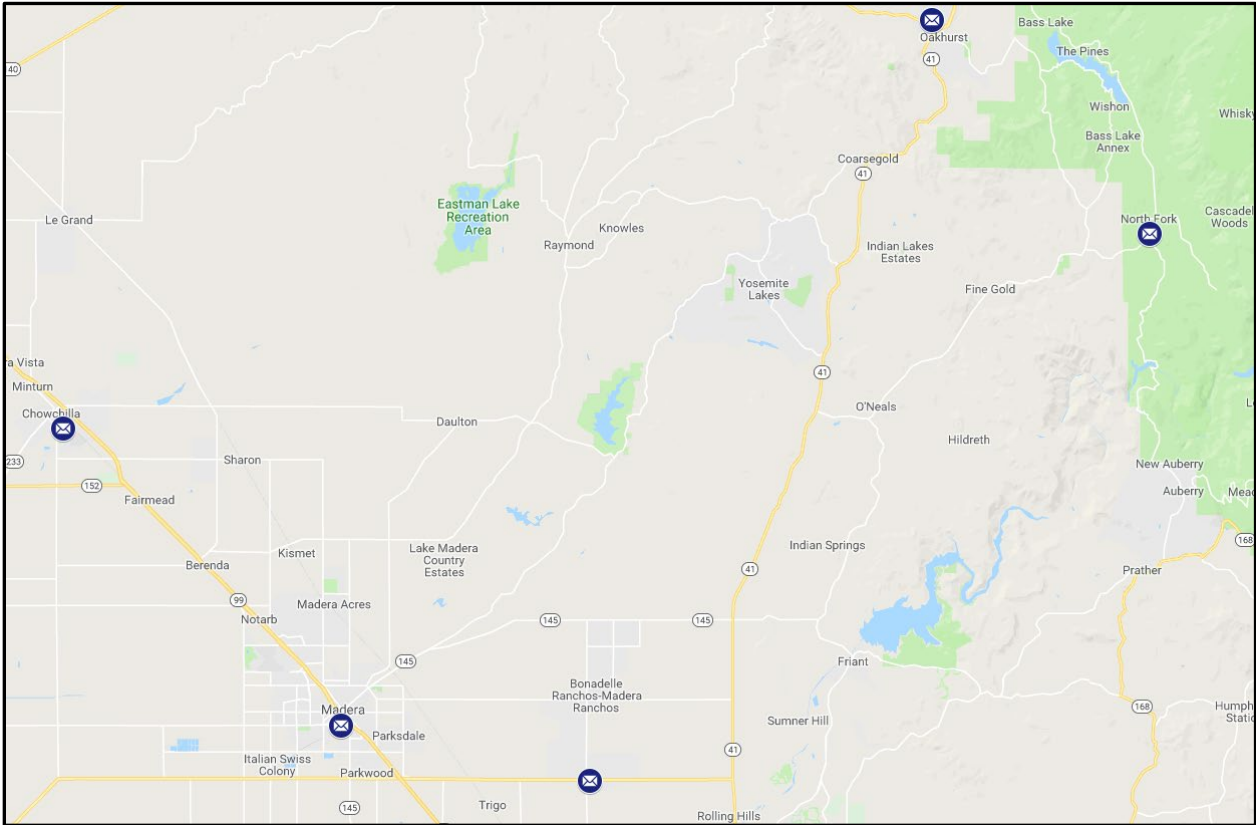
## 4 Day Vote Centers

This map also includes the 11 day vote centers



ELECTION ADMINISTRATION PLAN

**Ballot Drop Box Locations**



# VOTING RIGHTS

Persons with a  
Criminal History



**VOTE MADERA**

Integrity. Transparency. Accountability.

[www.votemadera.com](http://www.votemadera.com)

## ELIGIBILITY REQUIREMENTS

You can register to vote and vote if you are:

- A United States citizen and a resident of California,
- 18 years old or older on Election Day,
- Not currently serving a state or federal prison term for the conviction of a felony, and
- Not currently found mentally incompetent to vote by a court (for more information, please see [Voting Rights: Persons Subject to Conservatorship](#)).

### PERSONS WITH A CRIMINAL HISTORY WHO CAN REGISTER AND VOTE:

- In county jail:
  - Serving a misdemeanor sentence (a misdemeanor never affects your right to vote)
  - Because jail time is a condition of probation (misdemeanor or felony)
  - Serving a felony jail sentence
  - Awaiting trial
- On probation
- On parole
- On mandatory supervision
- On post-release community supervision
- On federal supervised release
- A person with a juvenile wardship adjudication

### PERSONS WITH A CRIMINAL HISTORY WHO CANNOT REGISTER AND VOTE:

Currently serving a state or federal prison term for the conviction of a felony imprisoned in:

- State prison
- Federal prison
- County jail or other correctional facility\*

NOTE: Once you have finished serving your term, your right to vote is restored; however, you must register online at [RegisterToVote.ca.gov](http://RegisterToVote.ca.gov) or by filling out a paper voter registration card.

\*California Penal Code section 2910 allows the California Department of Corrections and Rehabilitation (CDCR) to make agreements with local governments to house felons in a county jail or other correctional facility. A person serving a state prison sentence who is housed in a local jail or other facility under these circumstances is not allowed to register and vote.

## QUESTIONS

If you are unsure of what type of sentence you are serving, ask staff at your correctional facility.



Madera County Registrar of Voters

Tel 559.675.7720 | 800.435.0509 | [www.votemadera.com](http://www.votemadera.com)

**HOW TO REGISTER TO VOTE**

You may request a voter registration card from the Secretary of State or your county elections office. If you are in jail and you are eligible to vote, you are entitled to receive a voter registration card.

You may also apply to register to vote on the Secretary of State's website [RegisterToVote.ca.gov](https://www.sos.ca.gov). Your voter registration application must be received or postmarked at least fifteen (15) days before Election Day to be eligible to vote in that election. In elections conducted by your county elections official, you can "conditionally" register and vote provisionally at your county elections office or polling location after the 15-day voter registration deadline. For more information, please go to the Secretary of State's webpage on same day voter registration and voting (<https://www.sos.ca.gov/elections/voter-registration/same-day-reg>) or contact your county elections official.

Voter registration cards and voting materials are available in English, Chinese, Hindi, Japanese, Khmer, Korean, Spanish, Tagalog, Thai, and Vietnamese. Voter registration cards are available at most public libraries and government offices. See the information below for state and local elections office contact information.

**VOTE BY MAIL**

All active registered voters will be mailed a vote-by-mail ballot for every election.

If you are not registered to vote at your current home address, you may register or re-register to vote on the Secretary of State's website [RegisterToVote.ca.gov](https://www.sos.ca.gov). If you use a separate mailing address, you should include this address in your registration application.

**RELEASE FROM CUSTODY**

If you are released from custody before you receive your vote-by-mail ballot, you can still vote. Just go to a polling location in the county where you are registered to cast your ballot; you may be asked to vote a provisional ballot. For more information about provisional ballots, please go to the Secretary of State's webpage on provisional voting (<https://www.sos.ca.gov/elections/voting-resources/provisional-voting>).

If you change your name, home address, mailing address, or party preference you must complete a new voter registration card. However, within the 14 days before an election, instead of re-registering, you can submit a written request to your county elections official to change your address or party preference.

**RESOURCES**

For more information contact your county elections office or the California Secretary of State:

**CALIFORNIA SECRETARY OF STATE  
VOTER HOTLINES**

English	(800) 345-VOTE (8683)
Español / Spanish	(800) 232-VOTA (8682)
Chinese / 中文	(800) 339-2857
Hindi / हिन्दी	(888) 345-2692
Japanese / 日本語	(800) 339-2865
Khmer / ខ្មែរ	(888) 345-4917
Korean / 한국어	(866) 575-1558
Tagalog	(800) 339-2957
Thai / ภาษาไทย	(855) 345-3933
Vietnamese / Việt ngữ	(800) 339-8163
TTY/TDD	(800) 833-8683

# DERECHOS DE VOTO

Personas con antecedentes penales



**VOTE MADERA**  
Integrity. Transparency. Accountability.

[www.votemadera.com](http://www.votemadera.com)

## REQUISITOS DE ELEGIBILIDAD

Puede registrarse para votar y votar si cumple con los siguientes requisitos:

- es ciudadano de los Estados Unidos y residente de California;
- tiene 18 años o más el día de las elecciones;
- actualmente no está cumpliendo una sentencia por un delito grave en una cárcel estatal ni federal; y
- al momento un tribunal no lo ha declarado mentalmente incapacitado para votar (para obtener más información, consulte [Derechos de voto: personas sujetas a curatela](#)).

### PERSONAS CON ANTECEDENTES PENALES QUE PUEDEN REGISTRARSE Y VOTAR:

- En una cárcel de condado:
  - Cumpliendo una sentencia por un delito menor (un delito menor nunca afecta el derecho de voto)
  - Dado que el tiempo en la cárcel es una condición de la libertad vigilada (delito menor o delito grave)
  - Cumpliendo una condena de cárcel por un delito grave
  - Esperando el juicio
- Bajo libertad vigilada
- Bajo libertad condicional
- Bajo supervisión obligatoria
- Bajo supervisión de la comunidad posterior a la liberación
- Bajo liberación supervisada federal
- Persona sujeta a un fallo de tutela juvenil

### PERSONAS CON ANTECEDENTES PENALES QUE NO PUEDEN REGISTRARSE NI VOTAR:

Condenadas por un delito grave y actualmente cumpliendo una sentencia de cárcel federal en:

- una cárcel estatal;
- una cárcel federal;
- una cárcel de condado u otra institución correccional.\*

NOTA: Cuando haya cumplido su condena, se restaurará su derecho de voto; sin embargo, debe registrarse en línea en [RegisterToVote.ca.gov](http://RegisterToVote.ca.gov) o completando una tarjeta de registro de votante en papel.

\*La sección 2910 del Código Penal de California le permite al Departamento de California de Correcciones y Rehabilitación (CDCR) establecer acuerdos con gobiernos locales para alojar a criminales en cárceles de condados u otras instituciones correccionales. Si una persona está cumpliendo una sentencia de cárcel estatal en una cárcel local u otra institución conforme a estos acuerdos, no podrá registrarse ni votar.

## PREGUNTAS

Si no sabe con seguridad qué tipo de sentencia está cumpliendo, pregúntele al personal de la institución correccional en la que se encuentra.



**Registrador de Votantes del Condado de Madera**

Tel 559.675.7720 | 800.435.0509 | [www.votemadera.com](http://www.votemadera.com)

## CÓMO REGISTRARSE PARA VOTAR

Puede pedirle una tarjeta de registro de votante a la Secretaría de Estado o la oficina electoral de su condado. Si está en la cárcel y es elegible para votar, tiene derecho a recibir una tarjeta de registro de votante.

También puede enviar una solicitud para registrarse para votar en el sitio web de la Secretaría de Estado: RegisterToVote.ca.gov. Para ser elegible para votar en las elecciones, la solicitud de registro de votante debe haberse sellado o recibido al menos 15 (quince) días antes del día de las elecciones. En elecciones llevadas a cabo por el funcionario electoral de su condado, puede registrarse “condicionalmente” y votar de forma provisoria en la oficina electoral o el lugar de votación de su condado después de la fecha límite de 15 días para el registro de votantes. Para obtener más información, visite la sección sobre registro de votantes y votación en el mismo día en la página web de la Secretaría de Estado (<https://www.sos.ca.gov/elections/voter-registration/same-day-reg>) o comuníquese con el funcionario electoral de su condado.

Las tarjetas de registro de votante y el material sobre la votación están disponibles en inglés, chino, hindi, japonés, camboyano, coreano, español, tagalo, tailandés y vietnamita. Puede encontrar tarjetas de registro de votante en la mayoría de las bibliotecas públicas y oficinas del gobierno. Vea más adelante la información de contacto de las oficinas electorales estatales y locales.

## VOTO POR CORREO

Todos los votantes registrados activos recibirán una boleta electoral de votación por correo para cada elección.

Si no se ha registrado para votar en su domicilio particular actual, puede hacerlo o registrarse nuevamente para votar en la página web de la Secretaría de Estado: RegisterToVote.ca.gov. Si usa una dirección postal distinta, debe incluir esta dirección en su solicitud de registro.

## LIBERACIÓN DE CUSTODIA

Puede votar incluso si es liberado de la custodia antes de recibir su boleta electoral de voto por correo. Simplemente debe ir a un lugar de votación en el condado donde esté registrado para votar; es posible que le pidan que vote con una boleta electoral provisional. Para obtener más información sobre boletas electorales provisionales, visite la sección sobre votación provisional en la página web de la Secretaría de Estado (<https://www.sos.ca.gov/elections/voting-resources/provisional-voting>).

Si cambia de nombre, dirección del hogar, dirección postal o preferencia de partido, debe completar una tarjeta de registro de votante nueva. Sin embargo, dentro de los 14 días previos a las elecciones, en lugar de volver a registrarse, puede enviar una solicitud escrita al funcionario electoral de su condado para que cambie su dirección o su preferencia de partido.

## RECURSOS

Para obtener más información, comuníquese con la oficina electoral de su condado o con la Secretaría de Estado de California:

## LÍNEAS DE ATENCIÓN AL VOTANTE DE LA SECRETARÍA DE ESTADO DE CALIFORNIA

Inglés / English	(800) 345-VOTE (8683)
Español / Spanish	(800) 232-VOTA (8682)
Chino / 中文	(800) 339-2857
Hindi / हिन्दी	(888) 345-2692
Japonés / 日本語	(800) 339-2865
Camboyano / ខ្មែរ	(888) 345-4917
Coreano / 한국어	(866) 575-1558
Tagalo / Tagalog	(800) 339-2957
Tailandés / ภาษาไทย	(855) 345-3933
Vietnamita / Việt ngữ	(800) 339-8163
TTY/TDD	(800) 833-8683