

**MEMBERS OF THE
COMMITTEE**

REBECCA A. DONABED
Chairman

TINA SHILLINGLAW
Vice Chairman

RILL MITCHELL
Member

MICHAEL ESQUIVEL
Member

VACANT
Member



SUZETTE MACHADO
Elections Program Coordinator

PATRICIA SAMANIEGO
Clerk

**VOTING ACCESSIBILITY
ADVISORY COMMITTEE**

GOVERNMENT PLAZA
5951 S. Mooney Boulevard
Visalia, CA 93277
(559) 624-7300

MINUTES

Present: Members Donabed, Shillinglaw, Mitchell

Absent: Member Esquivel

Staff Present: Suzette Machado, Patricia Samaniego, and Denise Ybarra

January 26, 2023

10:00 a.m.

**Registrar of Voters Office, Conference Room
5951 South Mooney Boulevard
Visalia, CA 93277**

**NOTICE TO THE PUBLIC
PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item not appearing on the agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Committee consideration. Any person addressing the Committee will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. At all times, state your name and address for the record.

1. Approve July 28, 2022, Minutes

Meeting called to order at 10:02 a.m.

Donabed - Shillinglaw, 3-0 Approved July 28, 2022 Minutes

Resolution No. 2023-001

2. Public Comments

Public comment was given by Suzette Machado. Suzette introduced members of the committee to new staff members they have not met yet.

Public comment was given by Chairman Donabed. Donabed said that she and Member Esquivel have let people they know in Tulare County about a vacancy in the committee. Chairman Donabed also asked whether Zoom meetings or Conference calls would be possible for future meetings as she is concerned about COVID-19.

Public comment was given by Vice Chairman Shillinglaw. Shillinglaw said that having Conference calls as part of the attendance for members has been very helpful in keeping her involved when she was out of town.

Public comment was given by Angel, a resident of Tulare County. Angel said he would like to fill out an application to fill the vacancy in the committee in response to Chairman Donabed's suggestion that he fill out an application.

3. Election of chairman and vice chairman for the 2023 year

Vice Chairman Shillinglaw said that it had not been that long since she and Chairman Donabed have been in their respective positions, as of the one meeting last year. Staff suggested they could keep the roles the same if a motion is passed. Donabed – Mitchell, 3-0
Resolution No. 2023-002

4. Discuss November 8th, 2022, General Election.

Suzette passed out the Election Summary Report to members of the committee. Member Mitchell asked if this election had a larger turnout than past elections. Suzette said it was a bigger turnout than the elections held in April and June 2022. The percentage of turnout on average for the county in the past has been from the twenty-eight to thirty-five percent range. The turnout for the General Election was forty-four percent. Chairman Donabed asked if there was any trouble at the polling places. Suzette reported that there were none to speak of, but she did add that staff members from the Secretary of State's office did visit seven poll sites on Election Day in the outer areas of Tulare County. The Registrar of Voters received good reports back on the site visitations. Chairman Donabed mentioned that the organization, Disability Rights California, has a 1-800 line that voters can use when at the poll sites. Suzette went over the Recount that David Shepard had requested for District 16. David Shepard asked for a recount and Suzette said that some of them were overwritten and she gave the committee the results.

5. Review Poll Site Accessibility Kits:

A. Bello Vita

The site had been sold and remodeled. In the first site survey, there was not an accessibility parking marker, but since then it has been marked. This site did not have bus stop- accessibility. Suzette passed out the 2023 Poll Site Survey Appointments with sites that were used in the last election for a total of thirty-six sites. The sites listed at the top of the list had not been surveyed and the goal is to complete them so that afterward, the ones that were surveyed in the past could be re-surveyed and updated.

B. CHMA Community Center

The front entrance is where the accessible ramp is, but the doors are heavy. The poll site has a hook to fasten the doors to the wall. Give them door stops just in case. The guide is to prop the door open. On the building on the left is where the voting will take place. It had a door, and they would prop it open to make it accessible. They raised the wall with the door to make it more spacious. The back door, as seen on the 3rd page, there is an entrance with a lobby and on the left, the doorway leads you out to the walkway and provides open space. Since it was a community center, there have been lots of modifications. The front door fits ADA requirements.

Chairman Donabed asked if anyone uses curbside voting. Suzette and Denise said that there is usually curbside voting here at the office. At other poll sites, there are accommodations that can be arranged for curbside voting by contacting Site Inspectors. There are poll sites that are readily available for curbside voting. Not all poll sites have that ability.

C. First Baptist, Porterville

Nice parking lot, but there was no accessible parking so signs had to be furnished. There was a pavement that was lifted by a tree trunk and Suzette suggested going the path of the blue-lined direction from the Accessibility Kit. A lot of the doors are heavy. Need to prop it open, but we will send them stoppers. We also have directions on adding the signs. Can see pictures taken right off from the survey. This location does not have bus-stop accessibility.

D. Site Survey Plans:

- Larry Itliong Community Center (the first time in an election last year) was very involved so that we could have the site, the inspector was pleased with the building. The site is small but has stations that the community uses to complete work and work well as individual voting areas. Suzette wants to do the survey as soon as possible.
- Staff outgrew Cal-Fire's training building. Computers need Wi-Fi connection and the bricks made internet connectivity difficult.
- Parkside Chapel is the site that was used in place of Cal-Fire for the General Election because of the flat pavement and large open space the Community Room provided for voting.
- Pixley Memorial was one site that couldn't be surveyed before the election because of Covid-19. Suzette said it made it especially difficult when sites like Pixley Memorial don't have a permanent secretary to schedule an appointment for a survey.
- Regarding Prosperity Sports Clubhouse, poll workers mentioned that there was a large homeless encampment at the time of the General Election and that the restrooms surrounding were locked due to some activity from some people residing in the encampment. Suzette wants to find another larger space on that side of Tulare to avoid any restrictions to poll site's amenities. She found Tulare Missionary Church nearby but noted the previous contact wasn't as cooperative. However, the building is under new ownership, and she will reach out again to see if that's a space permissible to use as a poll site for the Presidential Election.
- The last survey for Tulare Memorial was done in 2019 and changes have been made. Previously, the parking wasn't labeled nor was it spaced out for van accessibility. Parking cones were used to make these changes, but voters who do not need to use accessible parking were not wholly compliant in parking with the space the cones provided. There are new ramps at the site and better lighting. Chairman Donabed mentioned that the renovations on poll sites may be called accessible, but if she were not able to access it herself with the renovations, then it is not so. Suzette would double-check these sites and Donabed mentioned that she can come along for the surveys in Tulare and Visalia.

6. Request items for future Agendas.

Suzette would like to give the committee a list of the meeting dates to approve. The office will investigate conference calling regarding the By-laws for meetings. Chairman Donabed wants to see the different poll sites surveyed in the next Agenda.

7. Adjourn to May 25, 2023 Meeting

**Donabed - Shillinglaw, 3-0 Adjourned at 10:51 a.m.
Resolution No. 2023-003**