

**MEMBERS OF THE  
COMMITTEE**

REBECCA A. DONABED  
Chairman

TINA SHILLINGLAW  
Vice Chairman

RON SHILLINGLAW  
Member

RILL MITCHELL  
Member

MICHAEL ESQUIBEL  
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 Esquibel**

**Staff Present: Suzette Machado and Patricia Samaniego**

**March 23, 2023**

**2:00 p.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 comment when 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 January 26, 2023 Minutes.

**The meeting was called to order at 10:07 a.m.**

**Shillinglaw – Mitchell, 3-0 Approved January 26, 2023 Minutes**

**Resolution No. 2023-004**

2. Public Comments.

**None.**

3. Approve the following dates:

a. May 25, 2023

b. July 27, 2023

c. September 28, 2023

d. November 30, 2023

e. January 25, 2024

f. May 23, 2024

g. July 25, 2024

h. September 26, 2024

**Shillinglaw-Mitchell, 3-0 Approved future meeting dates.**

**Resolution No. 2023-005**

**Vice Chairman Shillinglaw was concerned that the future meeting dates were non-compliant with the By-Laws because there was an overlap in months this year that was slated for next year. Staff**

read the By-law's Time and Meeting portion verbatim and clarified that even-numbered years were the exemption for certain months that do not allow meetings to occur.

4. Recruitment status of a new member.

Staff relayed the news that the promotion of vacancies in the committees for both the LAAC and the VAAC have been made during Outreach Events to the public, and no other applications to the VAAC have been submitted. Staff asked Member Mitchell regarding the matter of VAAC recruitment from the Valley Center For the Blind if there was anyone by name that she knew of personally that may be contacted. Member Mitchell then said she was thinking of retiring from the committee due to her age. Vice Chairman Shillinglaw suggested that Staff inquire about the Valley Center For the Blind's Outreach because the Center also serves communities in the South Valley. Her husband mentioned the name Alvin Marvin as a potential contact but noted that due to time, Alvin may not be able to participate in meetings. Chairman Donabed said that one of her coworkers is married to Alvin's cousin and offered to get his contact number through her cousin's wife. Staff noted Member Esquivel's absence due to personal reasons. Chairman Donabed said that her boss can ask around if others in their network would like to be part of the committee and she would be able to give staff her contact information. Member Mitchell asked if Staff may be able to contact The League of Women Voters. Suzette said that in an upcoming meeting with The League of Women Voters, Outreach could be a talking point with the group. Suzette said it has been some time since a publication has been done advertising the vacancies in either committee. The office has been advertising the vacancies on social media, which will only reach a certain group if they are computer savvy. The possibility of putting the vacancies in a newspaper would reach other groups. Vice Chairman Shillinglaw's husband decided to fill out an application at the request of the committee members.

5. Brown Act Rules Post California State of Emergency.

Staff noted how difficult it is for committee members to meet in person and would like the office to emulate the way the Secretary of State's Office conducts its meetings online. Staff brought members' attention to the obstacles that abiding by the Brown Act regulations to online meetings pose because the committee is smaller and postings regarding agenda items must be posted a certain way that staff is not familiar with. Chairman Donabed mentioned the way that Kings County uses Microsoft Teams to broadcast their online LAAC/VAAC meetings. Staff asked Chairman Donabed for the Kings County contact information to later inquire how the county's committees are following meeting online through the Brown Act. Chairman Donabed and the staff talked about the conveniences of having online meetings regarding everyone's schedule and that it would prove to be more accessible for the public to join since plenty more folks work from an office or because they don't have transportation to meet in person.

6. Poll sites surveyed and poll sites to be surveyed.

A. Poll sites surveyed.

Suzette mentioned a previous outreach activity that took place at one of the newer poll sites that had been surveyed in Poplar called the Larry Itliong Resource Center since Poplar had two hundred and fifty registered voters in that area it was given a designated poll site.

B. Poll Sites to be surveyed.

Staff passed around a large, printed sheet that kept track of all the sites to be surveyed, which ones have been surveyed, and if any contained bus stops nearby so that members can come along for the surveys. The recent extreme weather had caused a cancellation of surveys for select poll sites such as Strathmore, Pixley, and Lindsay Memorial. There have been changes to Tulare Memorial as far as what the Inspector told Suzette, the electrical outlets in the large room had been paneled over. Chairman Donabed wants to go see the building and check out the ramp but wanted to ask if Staff could make scheduling adjustments because she will be in Fresno on April 13<sup>th</sup>. Prior to the new add-ons and renovations, Tulare Memorial was not considered accessible. Suzette mentioned Prosperity Sports Park is a great large area to have as a poll site but concerns from Poll Workers and Voters about safety and the homeless population that reside

near that area have caused the office to start looking elsewhere in Tulare to serve as another Poll site. Suzette mentioned another large poll site; the Sequoia Mall, which is currently under construction and will not be available to use as a poll site in the coming election. Visalia First had been used before, but other larger buildings nearby will be looked at like Visalia Community Church. Tulare Akers Professional Center will no longer be a poll site because it will be the new office space. Parkside Chapel, Office of Education, and College of the Sequoias are buildings that the office would like to contact to serve as Poll Sites in Visalia. Chairman Donabed asked why most of the poll sites were memorial buildings, and community centers to which Suzette replied that the other types of buildings like schools and churches are more particular on election day and have shorter hours of operation.

7. Adjournment to May 25, 2023 meeting.

Adjourned at 3:19 p.m.