



Memorandum

To: Elections Commission
From: John Arntz, Director
Date: May 31, 2024
RE: Director's Report: June 5, 2024, Elections Commission Meeting

Following is a brief listing of the work and related information in which the Department of Elections (Department) has been engaged since the previous report issued in relation to the Elections Commission meeting on May 15, 2024.

I. The Department continues to facilitate candidate filings for the November 5, 2024 election.

- A. June 11 will mark the close of the nomination documents filing period for local mayoral and supervisorial candidates. Shortly thereafter, the Department will post final candidate lists on <https://www.sf.gov/candidates>.
- B. Through July 10, the Department will continue to accept signatures-in-lieu of filing fees petitions for City Attorney, District Attorney, Sheriff, Treasurer, Board of Education, and Community College Board candidates. The nomination period for these same offices will then be open from July 15 through August 9.
- C. Beginning June 18, the Department will begin facilitating the intake of November 5 election ballot measure paperwork. Local ballot measures may be submitted to the Department by the Mayor, the Board of Supervisors, voters through the initiative petition process, or other agencies specified by law, including the Board of Education and BART Board.
- D. Following the submission of all necessary filings, the Department will post information about each local ballot measure at <https://www.sf.gov/measures-and-ballot-arguments>. For the November 5 election, ballot measure lists will become final as follows: Initiative Measures – July 8, Local Measures – August 2, District Measures – August 9.

II. The Department continues to provide voter outreach and education to communities across the City.

- A. As part of its ongoing efforts to partner with local nonprofits as a way to supplement its direct voter outreach programs, the Department issued two Requests for Proposals (RFPs) on May 6.
 - i. RFP grantees will help the Department provide supplemental voter outreach on two key topics: 1) ranked-choice voting in local contests (RCV), and 2) non-citizen voting in the Board of Education contest (NCV).
 - ii. For both RFPs, May 27 was the deadline to submit questions about RFP matters. Timely submitted questions, along with their answers, are now posted at sfelections.org/RFP2024.
 - iii. The deadline to submit grant proposals for both the RCV RFP and the NCV RFP will be Monday, June 17.
- B. The next Language Accessibility Advisory Committee (LAAC) meeting will be held on June 5 at 2 p.m.
 - i. In an effort to promote participation and receive ample community feedback, the Department sent June meeting invitations to current and former members of the LAAC as well as 115 additional community partners.

- ii. Any member of the public who is interested in gaining insight into or sharing feedback on the Department's multilingual services and programs is encouraged to attend the June LAAC meeting.
 - iii. At this meeting, attendees will discuss the draft November 2024 Non-Citizen Voter Outreach Plan posted at sf.gov/sites/default/files/2024-05/DRAFT%20November%202024%20NCV%20Outreach%20Plan.pdf.
 - iv. Any interested party can also find the June LAAC meeting details and agenda at sf.gov/meeting/june-5-2024/language-accessibility-advisory-committee-laac-meeting.
- C. The Department has recently launched updated versions of its Voter Portal and its Non-Citizen Voter (NCV) Portal.
- i. The new Voter Portal features an easy-to-use left-hand navigational bar and a color-scheme and layout that mirrors the style of *sf.gov*. In addition to implementing these aesthetic changes, the Department has also updated the content of the tool to provide information about the upcoming November 5 election.
 - ii. Prior to November's voting period, local voters can now use the Voter Portal to review their registration data, view key dates and tips to prepare for the upcoming election, check their voting districts, opt in or out of paper copies of the Voter Information Pamphlet, and submit their language preference to the Department.
 - iii. For the voting period in the November election, several additional Portal features will unlock; these will include ballot tracking, replacement ballot request functionality, sample ballot lookup, and polling place lookup.
 - iv. In addition to providing all of the features offered by the recently updated Voter Portal, such as ballot tracking and registration lookup, the recently updated NCV Portal provides supplemental information relevant to NCV voters, such as links to immigration resources, the NCV guide, and the NCV Voter Information Booklet.
 - v. All pages in both the Voter Portal and the NCV Portal are available in Chinese, Spanish, and Filipino.
- D. The Department is working to finalize its printed and digital November 5 election outreach materials.
- i. The Department recently posted several new multilingual outreach materials on sfelections.org/ncv, including the "Registration and Voting Guide for Non-Citizen Parents and Caregivers" brochure and the "Non-Citizen Voting in San Francisco" flyer; staff are also distributing these materials at outreach events.
 - ii. Outreach staff recently finalized a multilingual presentation on NCV and are in the process of conducting and scheduling presentations on this topic in the field. While this NCV presentation still directs non-citizens with personal questions to attorneys, it also explains how the information provided on the NCV Registration Form can and cannot be used and highlights positive and recent changes to DHS's Application for Naturalization.
 - iii. The Department is nearly finished with updating its RCV brochure and its RCV presentation. To educate and engage voters who are unfamiliar with RCV or who need a refresher, the new RCV presentation connects RCV decisions to real-world decisions, such as what we they will eat that day or where they will go on a hike.
 - iv. Throughout the process of updating its RCV outreach materials, Department staff relied on past guidance from experts on the topic such as FairVote. This non-profit and nonpartisan organization conducts extensive research on RCV and has partnered with the Department in prior years to advise on RCV messaging.

III. The Department continues to work on numerous short, mid, and long-term administrative projects.

- A. The Department continues to enhance the content of its Election Security page at sfelections.gov/security.
- i. The Department recently restructured this page's content to improve flow and readability, updated its format to include a Table of Contents sidebar, and incorporated additional content related to misinformation, disinformation, malinformation and Artificial Intelligence (AI), as they each apply to local elections.
 - ii. The security webpage now includes the "Mis-, dis-, and mal-information Evaluation and Response Plan", which details internal protocols on how to monitor, evaluate, document, and respond to incidents of this kind.
 - iii. The page now also includes a link to the [Director's May 10, 2024 memorandum](#) to the Board of Supervisors Rules Committee on artificial intelligence in local elections. That memo summarizes the Department's efforts via the use of five main strategies: 1) Collaboration with State, Federal, and Local Agencies, 2) Information and Evaluation Response Protocols, 3) Providing Accurate and Trusted Election Information, 4) Expanded Social Media Guidelines and Topical Messaging, and 5) Election Technology Security Protocols.
 - iv. When complete, this webpage will also include the new "San Francisco Elections Safe and Secure" brochure, which will address some misinformation, disinformation, mal-information, and AI issues in local elections. Outreach staff will also distribute this brochure at outreach events and via community partners.
 - v. On a related note, the Department is also working to create an "Elections MythBusters" webpage, which will debunk common myths about election security and voting topics, such as provisional ballot processing, voting by mail, election tampering, voting machine reliability, vote system vulnerabilities, ballot drop box security, and voter signature verification. For consistency, this content will be pulled directly from the Department's social media channels (#mythbustermonday) and will be available in English, Chinese, Spanish, and Filipino.
- B. This month, the Department obtained its new domain on sfelections.gov following a rigorous application process.
- i. Although URL redirects for the .gov top-level domain (sfelections.gov/results and sfelections.gov/voterportal) were already functional, the Department undertook this process largely because use of the ".gov" will likely enhance public perception of the Department's webpages and its online tools as trusted, secure, and official.
 - ii. Department staff will now commence the multiphase process of transitioning all digital and printed materials, signage, and forms to URLs under the new domain. Consequently, the public can expect to see both sfelections.org and sfelections.gov appearing on Department materials for a period of time during this transition.
 - iii. URLs associated with sfelections.org will continue to function indefinitely even after the transition.
- C. The Department is currently facilitating the Health Service System Board (non-public) election for two vacant seats.
- i. On May 7, the Department mailed ballot packets to all eligible active and retired voting members.
 - ii. On June 4, the Department will count all valid ballots received and announce final election results.
- D. The Department is working with the Mayor's Budget Office to finalize its FY 2024-25 and FY 2025-26 proposals.
- i. The Mayor's Budget Office will complete and release the Mayor's citywide proposed budget by June 1, 2024, which will then be reviewed by members of the Board of Supervisors.

- ii. The Director will present the Department's latest budget proposals at the first Budget and Finance Committee hearing on June 12 and will then attend the second Budget and Finance Committee hearing on June 21.
- E. This month, the Department sent invitations to 346 prior private polling place hosts and 154 prior public polling place hosts to provide their facilities again this November. Department staff are now reviewing host responses as they come in and finalizing poll locating goals for the upcoming election.
- F. The Department is working to create staffing plans and hiring timelines for seasonal employees sufficient to timely complete all tasks associated with the November election cycle.
- G. The Department has begun procuring all necessary services and materials for the November election.
- H. The Department has been processing state petitions as necessary for the November 5 election; this task includes the sub-tasks of raw count signature tallying and random sample signature verification.
- I. The Department will be working with the Sheriff's Office to review its November 5, 2024 Election Alternative Security Plan.
 - i. Charter §13.104.5 requires the Director of Elections to develop an alternative security plan and submit the plan to the Elections Commission for approval whenever an incumbent Sheriff seeks re-election to that office.
 - ii. This alternative security plan, like prior such plans with an incumbent Sheriff on the ballot, places the Chief Deputy Sheriff in charge of the election security duties normally assigned to the Sheriff.
 - iii. The Commission is required to provide the approved alternative plan to the Board of Supervisors.

IV. Responses to the Commission's request for information to be included in the Director's monthly report.

Data on registration rates and outreach events: 1) Total new registrations, 2) New registrations by supervisory districts, 3) Tactics employed (outreach, community engagement, grant funding, etc.) and in which districts, 4) Tactics employed by districts.

A. Affidavit processing statistics for May 2024 are not yet available due to the timing of the submission of this Report. Statistics will be posted at sfelections.org/edata in early June, prior to the June 5, 2024 Elections Commission Meeting, and will be also included in the next Director's Report.

B. Between May 1 – May 31, the Department conducted 19 outreach events; which had approximately 11,540 people in attendance collectively. The number of such events by Supervisorial District was: SD 3 – 5, SD 5 – 3, SD 9 – 5, SD 10 – 2, SD 11 – 4.