



# COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

## SUMMARY REPORT

---

**Agenda Date:** 10/6/2020

---

**To:** Board of Supervisors

**Department or Agency Name(s):** Clerk-Recorder-Assessor-Registrar of Voters

**Staff Name and Phone Number:** Kim Barrett x3471

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

**Title:**

Sonoma County Employees Volunteer Election Precinct Board Members Program Update

**Recommended Action:**

Adopt a resolution authorizing the use of County employees by the Registrar of Voters as Volunteer Precinct Board members on Early Voting Days.

**Executive Summary:**

On June 18, 2020, Assembly Bill 860 was signed, declaring the November 3, 2020 election an all-mail ballot election to preserve public health as a result of the COVID-19 health emergency. Furthermore, to ensure that registered voters have access to in-person voting opportunities, Senate Bill 423 was signed on August 6, 2020, which requires a minimum of one voting location per 10,000 registered voters, available for early voting from October 31, 2020 to November 3, 2020. In order to adequately staff the precincts, the Registrar of Voters office is requesting the use of county employees on early voting days as well as Election Day.

**Discussion:**

The County of Sonoma has a strong interest in recruiting and maintaining a pool of experienced, skilled precinct workers and officers on Election Day and Early Voting Days. The Board passed a Resolution in October of 1994, to establish the Precinct Officer Program for Management Employees that enables management employees to service as precinct officers while retaining their regular County salary. On February 3, 2004, the Board passed a Resolution, to include the Precinct Officer Program for Non-Management Employees that enables non-management employees to service as precinct officers while retaining their regular County salary. Now the Registrar of Voters would like to have both Management and Non-Management County employees authorized to serve as precinct officers while retaining their regular County salary on Early Voting Days as well as on Election Day.

The complexity of conducting elections has increased dramatically in recent years as election procedures have become more technical. The use of trained and experienced personnel at the precinct level is critical to the efficient conduct of elections. The Registrar of Voters has had difficulty in recruiting and training a skilled pool of precinct workers. County employees, with their knowledge of public administration and customer service, are well qualified to serve as precinct board members and provide a reliable source of volunteers. This program would substantially supplement the traditional pool of volunteers with county employees. Such programs increase civic involvement of employees and further the county's commitment to fair and efficient elections.

---

**Agenda Date:** 10/6/2020

---

To obtain the greatest operational efficiency, and to provide an incentive for County Employees to serve the long hours on Elections Days and Early Voting Days and defray some of their costs, County employees who wish to volunteer must request leave and receive approval from their department manager. County Employees will then receive their normal pay while serving as precinct board members and retain the standard stipend (of \$135.36 to \$216.57). No overtime or compensatory time off will be earned or accumulated during such volunteer service.

With the passing of Senate Bill 423, the state of California has ordered that:

At least one polling place per 10,000 registered voters is made available for voting during the following hours:

From Saturday October 31, 2020, through Monday, November 2, 2020, for at least eight hours (during regular hours convenient for members of the public) each day; and

On Tuesday November 3, 2020, from 7 a.m. until 8 p.m.

**Prior Board Actions:**

10/18/94 - Resolution, which approved the establishment of the Sonoma County Precinct Officer Program for Management Employees.

2/3/04 - Resolution authorizing the use of County employees by the Registrar of Voters as Volunteer Precinct Board members on Election days.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	\$259,000		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$259,000</b>		
<b>Funding Sources</b>			
General Fund/WA GF	\$259,000		
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$259,000</b>		

**Narrative Explanation of Fiscal Impacts:**

Costs are not expected to increase as this program merely ensures that precincts are adequately staffed. The Registrar of Voters already has budgeted monies for Precinct Volunteer Stipends.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

---

**Agenda Date:** 10/6/2020

---

--	--	--	--

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Resolution

**Related Items "On File" with the Clerk of the Board:**

N/A