

COVER SHEET  
ELECTION OBSERVER PANEL PLAN

1. County and System information

Name of County: San Luis Obispo

Name of Contact: Julie L. Rodewald

Contact's Phone 805 781-5080

Vendor and Voting System: Premier Election Solutions  
Accuvote Optical Scan and ES&S Automark ballot marking  
device.

Date: April 14, 2010

# SAN LUIS OBISPO COUNTY ELECTIONS DEPARTMENT ELECTION OBSERVER PANEL

## **PURPOSE:**

The purpose of the Election Observer Panel is threefold:

1. To provide an avenue for public participation and a formal mechanism for feedback on election activities.
2. To learn and observe the procedures established for Election day voting, vote by mail ballot counting, election night supply return and vote tabulating and the canvass procedures to assist in ensuring the integrity of the election.
3. To encourage public participation and build voter confidence in the election process.

## **PROCEDURES AND GUIDELINES:**

For all elections held in the County of San Luis Obispo, the County will invite participation in an Election Observer Panel, under the following guidelines. These guidelines will enable the Election Observer Panel to view all procedures at the polls, of the Vote Tabulation process on election night, the vote-by-mail ballot counting and canvass procedures, while ensuring the Elections staff will be able to maintain election integrity and the timely processing of ballots and election materials.

1. Prior to any election held within the County of San Luis Obispo, the Elections Department will send a written invitation to the County Central Committee of each qualified political party, the news media, the Grand Jury and the League of Women Voters, inviting them to appoint representatives to an Election Observer Panel for that election. In addition, other interested people can be invited to participate in the panel. The person(s) appointed shall not be candidates in that election. Names of appointees shall be furnished to the Elections Department no later than the date requested.
2. Prior to election day, Elections Department staff will conduct a briefing for the observer panel, describing the activities they will be observing, including absentee processing and counting, procedures at the polls, the Vote Tabulating process and the procedures that will be used in receiving and tallying the ballots. The Election night briefing will be conducted at 7:45 p.m. on Election night at the County Clerk-Recorder's Office. Briefing for absentee processing and polling place procedures will be conducted as needed for participants. If interested, participants can attend a poll worker training class.
3. The Elections Department will make arrangements for admitting the observer panel to the Vote Tabulating Area during absentee processing and on election night to observe the operations of the personnel and equipment involved in tabulating the votes. All observers will be required to wear an ID Badge.
4. Any voter or member of the public not previously appointed to the Election

Observer Panel who arrives without pre-clearance on election night may be invited to participate in the Observer Panel if space permits.

5. For those participants who wish to observe the procedures at the polls, a letter of introduction will be provided, along with the Election Observer guidelines provided to the poll workers.
6. **NO** panel member shall be permitted to touch the vote tabulating equipment, voted ballots, memory cards or any other precinct supplies. **NO** panel member shall interfere with the Poll workers, voters or elections staff during these election activities.
7. In the event of violation of any of these restrictions, any offending observer will be directed to leave the Vote Tabulating area, and the observations of such panel member shall be limited to the area for public viewing.

# Office of the County Clerk-Recorder

COUNTY OF SAN LUIS OBISPO ♦ 1055 MONTEREY ST. RM. D120 ♦ SAN LUIS OBISPO, CA 93408 ♦ (805) 781-5080/5088



**JULIE L. RODEWALD**  
COUNTY CLERK RECORDER

**MELANIE FOSTER**  
Administrative Service Officer

**TOMMY GONG**  
ASSISTANT COUNTY CLERK RECORDER

Date: April 13, 2010

TO: CHAIRS, Qualified Political Parties  
News Media  
San Luis Obispo County Grand Jury  
League of Women Voters

FROM: Julie L. Rodewald  
County Clerk-Recorder

RE: Election Observer Panel

The Direct Primary Election will be conducted on June 8, 2010.

In compliance with Section 8.3 of the AccuVote-Os Procedures as approved by the Secretary of State on August 17, 2004, the San Luis Obispo County Clerk-Recorder invites representatives from the qualified political parties and representatives of the news media to comprise the Election Observer Panel for the Primary Election.

Representatives on the panel will be given the opportunity to observe that correct procedures are followed in the receiving, processing and tallying of all votes cast in the Primary Election as well as observing Election Day activities at the polls. In addition, any member of the panel is invited to be present during vote-by-mail ballot processing, counting and the activities associated with the certification of the election. Attached are the approximate dates of the referenced activities as well as the guidelines which present a general overview of the rules for the Observer Panel.

Should either you or a representative from your organization wish to participate in any or all of these activities, please contact the Elections Office no later than May 14th so we can provide an identification badge for each member. If your observer is interested in observing a particular process other than election night processing, please have them contact either myself or Tommy Gong for the specific date. If you have any questions, please contact our office at 781-5228.

## June 8, 2010 Direct Primary Election

DATE (approximate)	Activity
April 26- May 10	Automark and Accuvote Testing
May 3 – May 10	Logic and Accuracy Testing
May 27 – June 7	Opening and Processing of Vote by Mail Ballots
May 27- June 7	Pre-Election Counting Vote by Mail Ballots
June 8	Election Day
June 7- July 6	Canvass Procedures including: Processing and Counting remaining Vote by Mail Ballots Processing and Counting Provisional Ballots Roster Reconciliation Ballot Reconciliation Mandated hand count of select precincts Preparation of Statement of Vote