

SISKIYOU COUNTY
ELECTION OBSERVER PANEL PLAN FOR THE
June 8, 2010 Primary Election

I. County and System Information

Name of County: Siskiyou

Name of Contact: Colleen Setzer, County Clerk

Contact's Telephone: 530.842.8084

Vendor and Voting Systems Used by the County: ES&S AccuVote
Optical Scan and ES&S AutoMark

II. Purpose

The purpose of Siskiyou County's Election Observer Panel is to:

1. Provide an avenue for public observation of and input into the election process.
2. Assist in ensuring the integrity of the election process by assuring the public that Siskiyou County elections are open and thereby building voter confidence in the election process.

III. Invite

Between E-60 and E-30, the attached invitation will be sent to the Siskiyou County Grand Jury, members of the media, and political party central committees. In addition, a newspaper column will be distributed which outlines the Observer Panel and serves as an invitation to the public to be a panel member.

IV. Appointment Letter/Certification

The attached appointment letter will be provided to panelists who will be observing poll activities. In addition, panelists will be asked to sign the attached certification prior to observing activities.

V. Mechanism for Feedback

Panelists will be encouraged to submit written comments to the County Clerk's Office regarding their observations.

**Siskiyou County
County Clerk/Registrar of Voters**

OFFICIAL ELECTION OBSERVER PANEL PROCEDURES

Purpose of the Panel:

The purpose of an official panel to observe election procedures is:

1. To provide an avenue for public observation of and input into the election process.

2. Assist in ensuring the integrity of the election process by assuring the public that Siskiyou County elections are an open process and thereby building voter confidence in the election process.

Functions to be observed:

- Pre-Election Logic and Accuracy Testing
- Poll Worker Training Classes
- Receipt and storage of vote-by-mail ballots.
- Signature/eligibility verification of vote-by-mail ballots
- Counting vote-by-mail ballots
- Processing voters at the polls
- Tabulation of election results
- Receiving ballots and election supplies from the polls in the County Clerk's Office
- Storing and securing ballots after the count
- Official Canvass of the election

Guidelines/Procedures – the County Clerk will directly oversee Observer Panel Activities

- At no time may an observer touch the ballots or counting equipment or interfere with ballot processing.
- Observers attending poll worker training class must introduce themselves to the facilitator prior to the beginning of the class.
- Panelists planning to observe poll activities must request a letter of introduction from the County Clerk's Office, at least 10 days prior to Election Day, and present the letter to the inspector at the polls on Election Day.
- Panelists observing activities in the County Clerk's Office on Election Night are expected to arrive at the County Clerk's Office by 7:15 p.m.
- Election Night Observers will be expected to show identification, sign in and receive security badges which must be worn at all times while performing their duties.

- On Election Night in the County Clerk's Office, In the event of violation of any of these guidelines, the County Clerk may require the offending panel member to leave the ballot processing and counting areas and limit any continued presence to the public viewing areas.
- During the performance of panel observation, any questions a panel member may have are to be directed to the County Clerk or designated supervisors rather than to individual department employees or volunteers.

Comments

Panel members are encouraged to submit written comments to the County Clerk/Registrar of Voters concerning observations or suggestions related to election procedures and activities. Panel observations and comments will be recorded for evaluation and/or future use.

PRESS RELEASE
MARCH 17, 2010

Siskiyou County Clerk Colleen Setzer is seeking interested persons to serve as Election Observers for the June 8, 2010 Primary Election. Volunteers are needed to observe various processes and procedures, including pre-election logic and accuracy testing, poll worker training classes, processing vote-by-mail ballots, processing voters at the polls, tabulation of elections results on election night and the post-election canvass. Although being a member of the Observer Panel requires a significant time commitment, it is an informative and rewarding experience and supports Ms. Setzer's goal of ensuring the integrity and openness of the election process.

To completely uphold the integrity of our processes, volunteer observers cannot be candidates or personally related to any candidate running for office on the June 8th ballot. If you're interested in volunteering as an Election Observer, please contact Ms. Setzer at 842-8084 for further information, including a tentative schedule of election-related processes.

March 17, 2010

Election procedures provide for and encourage the public observance of all election-related processes and procedures. The Siskiyou County Clerk's Office is conducting the June 8, 2010 Primary Election and I invite your organization to observe election processes and procedures including pre-election logic and accuracy testing, poll worker training classes, processing vote-by-mail ballots, processing voters at the polls, tabulation of elections results on election night and the post-election canvass.

Members of the Observer Panel will be given the opportunity to observe that orderly procedures are followed in all phases of conducting this election. Panel members are needed to observe pre-election activities, including logic and accuracy testing of the vote-counting system, poll worker training classes and processing returned vote-by-mail ballots. Panelists are also invited to observe Election Day activities at the polls as well as at the County Clerk's Office. For your information and planning purposes, I have enclosed a list of tentative time-frames for each activity.

Please note that Observer Panel membership is limited to those persons who are not candidates and/or not related to any candidate running for office in this election.

I have enclosed a copy of the Official Election Observer Panel Procedures for your information.

Although being a member of the Observer Panel requires a significant time commitment, I believe it is an informative and rewarding experience and assists in my goal of ensuring the integrity and openness of the election process.

If your organization would like to have representatives as observers, please submit their names and the activities they would like to observe as soon as possible but no later than April 15, 2010, by calling 842-8084.

Please note that due to limited space in the County Clerk's Office, organizations are limited to one representative on Election Night.

Sincerely,

Colleen Setzer, County Clerk
encs.