



KINGS COUNTY ELECTIONS DEPARTMENT

1400 W. LACEY BLVD. HANFORD, CALIFORNIA 93230 PHONE: (559) 582-3211 EXT4401 FAX: (559) 585-8453
KEN BAIRD, Assessor/Clerk/Recorder EDWARD E. ROSE, Elections Manager

MAY 19, 2009 SPECIAL STATEWIDE ELECTION OBSERVER PANEL PLAN

ELECTION OBSERVER PANEL

I. County and System Information

1. Name of County: County of Kings
2. Name of Contact: Ed Rose, Elections Manager
3. Contacts Phone: 559-582-3211 X4401
4. Vendor and Voting Systems Used by County: Sequoia Pacific Voting Systems, Primarily Optech Paper Ballot and AVC Edge II for the Disabled
5. Date: June 30, 2008 for November 4, 2008 Presidential General Election

II. PURPOSE

The purpose of the Elections 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.
3. Encourage participation and build voter confidence in the election process.

III. INVITE:

Between E-60 and E-30, prepare letters of invitation (see sample attached) to the following:

1. Grand Jury
2. Central Committee Members
3. Advocacy Groups
4. League of Women Voters
5. Media

Any other groups or individual expressing an interest in observing election day activities will be included in the observer panel.

IV. Appointment Letters (for introduction to precinct workers)

After groups have provided the names of interested panelists, we will prepare letters of introduction (see sample attached) for the panelist to use when visiting polling places on election day. Materials to be prepared for each panelist will include a listing of all polling places within the County of Kings, a schedule of poll workers classes as well as the central counting site location and hours of operation (see attached).

V. Mechanism for Feedback:

We may provide observers with questionnaires to be completed and returned to us.

GENERAL RULES FOR OBSERVERS

Observers may:

- Observe the proceedings at the polls, including the opening and closing procedures.
- Obtain information from the precinct index that is posted near the entrance.
- Make notes and watch all procedures.
- View all activities at the central counting site on election day.
- View the canvass of the vote activities following the election.
- View absentee and provisional ballot processing.
- Ask questions of staff or voters at the polls.
- Ask questions of supervisors at the central counting site.

Observers are responsible for:

- Checking in at each poll site, whether polling place or central counting site.
- Wearing an identification badge if required.
- Maintaining a professional manner while observing the election processes.
- Ensuring they do not interfere with the elections process.

Observers may not:

- Interfere in any way with the conduct of the election.
- Touch any voting materials or equipment or sit at the official worktables.
- Converse with voter (within 100 feet of the entrance to a polling place) regarding the casting of a vote, or speak to a voter regarding his or her qualifications to vote.
- Display any election material or wear campaign badges, buttons or apparel.
- Wear the uniform of a peace officer, a private guard, or security personnel.
- Use cellular phones, pagers, or two-way radios inside the polling place and/or within 100 feet of the entrance to the polling place.
- Talk to central counting site workers while they are processing ballots
- Use the telephones, computers or other polling place facilities at polling places or the central Counting site.
- Touch election personnel.
- Eat or drink in the polls or the central counting site.
- Assist in operations at any polling place.



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SAMPLE LETTER OF INVITATION

Date: (E-60 to E-30)

DearXXXX:

The Kings County Elections Department will Convene an Election Observer Panel to observe activities associated with the XXXX Election, which will be held on XXX date. Representatives of the central committees, Grand Jury, advocacy groups, the League of Women Voters, and media representatives, will be invited to participate.

Typically, members of the Panel visit one or more polling places on Election Day and then visit the central counting site to observe the tabulation of ballots on election night. Panel members are also invited to observe the processing of absentee and provisional ballot by staff of the Kings County Elections Department. Panel members will be provided with the information they need to participate in these activities.

If your organization would like to be represented on the Election Observer Panel, please notify XXX by mail, by phone at xxx-xxx or by email at xxx. Please respond by XXX date, with the name of your representative. XXX will be available to meet with Panel members to explain their role in greater detail and to provide them with the information they will need to participate.

Thank you for your interest.

Very truly yours,

Edward E. Rose
Elections Manager
COUNTY OF KINGS
erose@co.kings.ca.us



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SAMPLE LETTER OF INTRODUCTION

Date: (No later than E-5)

TO: Precinct Inspectors

FROM: Edward E. Rose
Elections Manager

SUBJECT: ELECTION OBSERVER PANEL

This letter introduces XXX, whom I have appointed to the Election Observer Panel for the XXX Election. Members of the Election Observer Panel, may not interfere with the operation of polling places. XXX and other members of the Election Observer Panel may ask you to explain certain operations and procedures. Please extend every courtesy to XXX.

If you have any questions, please do not hesitate to contact me at xxx-xxxx.

Thank you for your cooperation and your service to our county's voters.

**MAY 19, 2009 SPECIAL STATEWIDE ELECTION
POLL WORKER CLASSES WILL BE HELD:**

*KINGS COUNTY GOVERNMENT CENTER, 1400 W. LACEY BLVD. BOARD OF SUPERVISORS CHAMBERS, WED. MAY 13, 2009 7:00P.M..
KINGS COUNTY GOVERNMENT CENTER, 1400 W. LACEY BLVD. BOARD OF SUPERVISORS CHAMBERS, THURS. MAY 14, 2009 10:00 A.M..
KINGS COUNTY GOVERNMENT CENTER, 1400 W. LACEY BLVD. BOARD OF SUPERVISORS CHAMBERS, THURS. MAY 14, 2009 7:00 P.M.*

CENTRAL COUNTING PLACE LOCATION:

CENTRAL COUNTING PLACE: KINGS COUNTY ELECTIONS DEPARTMENT, 1400 W. LACEY BLVD. BLDG. #7 7:00am to 8:00pm Election Day

POLL LOCATIONS:

**CONS.
PCT#**

PRECINCT NAME

ADDRESS

0101	LEMOORE PRESBYTERIAN CHURCH	260 B ST	LEM
0102	LEMOORE MASONIC TEMPLE	647 W BUSH ST	LEM
0103	GRACE BAPTIST CHURCH	946 DAPHNE LN	LEM
0104	LEMOORE SENIOR CENTER	789 S LEMOORE AVE	LEM
0105	STRATFORD FIRE STATION	20200 MAIN ST	STR.
0106	CENTRAL UNION SCHOOL DISTRICT	15783 18TH AVE	LEM
0201	CORCORAN CITY COUNCIL CHAMBERS	1015 CHITTENDEN AVE	COR
0202	FIRST UNITED METHODIST CHURCH	0 WHITLEY & LETTS AVE	COR
0203	KATE BOSWELL SENIOR CENTER	800 DAIRY AVE	COR
0204	CHURCH OF CHRIST	1901 SHERMAN AVE	COR
0205	AVENAL SUPERIOR COURT	501 E KINGS ST	AVE
0206	AVENAL RECREATION CENTER	717 E MONTEREY ST	AVE
0301	THE REMINGTON	2727 N 11TH AVE	HAN
0302	SAINT JAMES LUTHERAN CHURCH	1780 EMMA LEE LN	HAN
0303	MONROE SCHOOL CAFETERIA	300 MONROE DR	HAN
0304	LATTER DAY SAINTS CHURCH	2400 N 11TH AVE	HAN
0305	PIONEER SCHOOL	8810 14TH AVE	HAN
0306	ISLAND FIRE STATION	7735 21ST AVE	LEM
0307	LEMOORE TRINITY ASSOCIATION	470 CHAMPION ST	LEM
0308	MEADOW LANE SCHOOL	325 E MEADOW LN	LEM
0309	LIBERTY MIDDLE SCHOOL	100 VINE ST	LEM
0310	LATTER DAY SAINTS CHURCH	2400 N 11TH AVE	HAN
0401	NEW AG BUILDING, MULTI-PURPOSE ROOM	680 N CAMPUS DR	HAN
0402	MARTIN LUTHER KING ELEMENTARY SCHOOL LIB	820 HUME AVE	HAN
0403	CENTRAL VALLEY COMMUNITY CHURCH	942 S HARRIS ST	HAN
0404	ARMONA FIRE STATION	11235 14TH AVE	ARM
0405	ARMONA COMMUNITY CENTER	11115 C ST	ARM
0406	JOSEPH SIMAS ELEMENTARY SCHOOL	1875 N FITZGERALD ST	HAN
0407	TARA ESTATES	1255 W GRANGEVILLE BLVD	HAN
0501	EPISCOPAL CHURCH OF THE SAVIOUR	519 N DOUTY ST	HAN
0502	FIRST PRESBYTERIAN CHURCH OF HANFORD	340 N IRWIN ST	HAN
0503	HAMILTON ELEMENTARY SCHOOL	1269 LELAND WAY	HAN
0504	FRATERNAL HALL	1015 N 10TH AVE	HAN
0505	KC BOWL	1050 E LACEY BLVD	HAN
0506	GLAD TIDINGS ASSEMBLY OF GOD CHURCH	750 E GRANGEVILLE BLVD	HAN
0507	KINGS COUNTY FIRE STATION NO. 4	7640 HOUSTON AVE	HAN
0508	HOME GARDEN COMMUNITY SERVICES OFFICE	11677 2ND PL	HAN
0509	BURRIS PARK FIRE STATION	6575 CLINTON AVE	KIN
0510	SIERRA VISTA MOBILE ESTATES	852 E GRANGEVILLE BLVD	HAN