

# COUNTY OF ALAMEDA ELECTIONS COMMISSION

## DRAFT MEETING MINUTES

Date: Thursday, February 20, 2025

Time: 4:00 p.m.

Location: Via Zoom/In person  
San Lorenzo Library Greenhouse Community Room  
395 Paseo Grande  
San Lorenzo, CA 94580

### 1. Call To Order / Roll Call

The Elections Commission meeting of February 20, 2025, convened at 4:03 p.m. in the San Lorenzo Library Greenhouse Community Room. The president, James R. Lindsay, called to order the meeting.

#### **Present**

*Commission Members:* Karen A. Butter, Irene Dieter, Susan R. Henderson, James R. Lindsay, Alexander Ramon, Karl I. Seabrook, Benita Tsao, Zabrae Valentine, and Allie Whitehurst arrived late; *ROV:* Cynthia Cornejo, Noe Lucio, and Charles Smithline; *County Counsel:* Jason Allen.

#### **Absent**

*Commission Members:* Judy Belcher, Alissa Moore  
*Registrar of Voters:* Tim Dupuis.

### 2. Swearing-In of New Commissioners

**There were no new commissioners to swear-in.**

### 3. Approval of Agenda

**No modifications were made to the agenda.**

### 4. Approval of Minutes of January 16, 2025

**President Lindsay recommended corrections to the minutes.**

**A motion to approve the minutes as amended was made by Commissioner Butter, seconded by Commissioner Seabrook, and passed 8 to 0.**

### 5. Announcements and Communications

(a) From staff

**Deputy Cornejo noted that Alameda County libraries will be closed on the third Thursday of June for a public holiday, meaning the current meeting rooms will not be available. The commission discussed either moving or canceling the June meeting. Moving the meeting to June 18 worked for almost every commissioner (7-1), so Deputy Cornejo will check to see if the room is available then.**

(b) From commissioners

- **Mr. Lindsay noted an unintentional Brown Act violation occurred in an email exchange; and that currently there are eleven commissioners so a quorum is six and the maximum Brown Act Group size is five.**
- **Ms. Butter reported that she met a new school board member who complained about the process of filing to run for office in the City of Alameda. Noe explained that the website informs where to file and how to run for office and that paper work is done by appointment in person within the four-week window. Deputy Cornejo said that a team handles candidate questions/calls. Ms. Butter to provide Noe the candidate's contact information for follow up.**

6. Public Comment on Agenda Items

**Public comments were made on agenda items.**

7. Monthly Update from Registrar of Voters Office

**Deputy Cornejo reported on work completed toward the April 15, 2025 City of Oakland Special Election, progress and procedures on commissioner requests, updated ranked choice voting instructions, and the annual county-wide budgeting process. Discussion ensued.**

8. Business Items

a. Old Business

- **To provide extra support to the commission within the existing budget, Ms. Cornejo offered to immediately dedicate four more existing staff. Ms. Butter, Ms. Tsao and Mr. Ramon asked for logistical details and about subject matter expertise, and discussion ensued.**
- **A motion to accept the Registrar's proposal to provide four administrative staff to be supervised by Dwayna Gullatt to help the commission with its work was made by Mr. Ramon, seconded by Ms. Dieter, and passed 9 to 0.**

b. Ongoing Items from Committees

(1) Structure of the ROV position.

**Commissioner Valentine summarized the committee's proposed report and read the committee's recommendations and said the ROV would be given an opportunity to respond and provide context and insight on the proposed report before it is submitted to the Board of Supervisors. A discussion ensued. The report was scheduled to return in May based on input from commissioners and receiving feedback from ROV.**

(2) Cast Vote Record Releases

- **Ms. Butter reported that the committee recommends that they disband and the commission send the proposed letter to the Board of Supervisors. She also said Ms. Belcher has agreed to let the commission know if any legislative CVR changes arise.**
- **A motion was made that the commission authorize the committee to amend and send the letter to the Board of Supervisors was made by Ms. Butter, seconded by Ms. Valentine and passed 9 to 0.**
- **A motion was made to disband the cast vote record committee by Ms. Butter, seconded by Mr. Ramon and passed 9 to 0.**

(3) Dedicated Staff Support to the ACEC

**Mr. Ramon reported that the ad hoc committee decided it will monitor how the new staffing works out before deciding to disband the committee.**

(4) 2024 Post-election Assessment

**Ms. Butter reported that the committee plans to allow the ROV to review and provide feedback/input on the assessment and have the assessment ready by the March 2025 meeting.**

(5) Voting Participation

**President Lindsay reported that the committee did not meet during the month and had no updates.**

(6) Nominations Committee

**Ms. Tsao will follow up with David A. Wagner on completing his nominations paperwork, and Ms. Dieter will follow up on the city clerk nomination.**

c. New Business

(1) Poll Pads

**The Registrar of Voters is developing a Poll Pad pilot program, possibly to be instituted for the next special election. The Registrar of Voters is currently exploring and identifying ways to make it work. Deputy Cornejo explained that electronic poll pads house all registered voters within the county so that voters can cast their ballot at any vote center in the county, and that poll pads offer data on whether a voter is active in the system and has voted.**

9. Special Report from the ROV -- none this month

**No report was requested this month.**

10. Public Comment on Agenda or Non-Agenda Items -- 15 minutes

**No public comments were made.**

11. Requests for Future Agenda Items

**No requests were made for future agenda items.**

12. Adjournment

The meeting was adjourned at 6:26 p.m.

The next meeting will be March 20, 2025.