



## Memorandum

**To:** Elections Commission  
**From:** John Arntz, Director  
**Date:** April 12, 2024  
**RE:** Director's Report: April 17, 2024, Elections Commission Meeting

Following is a brief listing of the work and related information in which the Department of Elections (Department) has been engaged since the previous report issued in relation to the Elections Commission meeting on March 20, 2024.

### I. The Department concluded the Official Canvass and certified the March 5, 2024 election.

- A. On March 22, approximately two weeks ahead of the applicable deadline, the Department certified local results for the March 5, 2024, Consolidated Presidential Primary Election. Final voter turnout was 46.61%, with 233,465 of San Francisco's 500,856 registered voters casting ballots; 41.04% by mail and 5.58% cast in person on Election Day.
- B. The Department posted all final results reports online at [sfelections.org/results](https://sfelections.org/results) and submitted all required election certification documents to the Secretary of State and the Board of Supervisors. To protect the integrity of election results, the Department also published and applied a SHA-512 cryptographic function to all results reports.
- C. To maintain election transparency, the Department posted annotated images of all counted ballots, allowing any member of the public to sort those ballots by precinct, district, and/or contest using the online Ballot Audit Review application. Similarly, the Department kept all ballot counting and other canvass activities open to public observation; published fourteen preliminary election results reports and ballot counting updates; and facilitated question-and-answer sessions with the media and Director at City Hall.
- D. *Enclosed, please find the March 5 election documents responsive to the Commission's request, including the Vote-By-Mail Report (Attachment 1), the Provisional Ballot Report (Attachment 2), the Conditional Voter Registration Report (Attachment 3), the Election Day Incident Report (Attachment 4), and Data and Graphs (Attachment 5).*

### II. The Department is now completing all necessary conclusory activities for the March 5, 2024 election.

- A. Department staff are currently reviewing polling place rosters to identify voters who have recently indicated a language preference and updating records in the Election Information Management System (EIMS) accordingly.
- B. Department staff are scanning various forms recently signed by voters into EIMS records (this task will increase the pool of signatures available for comparison during vote-by-mail ballot envelope processing in future elections).
- C. Department staff are organizing vital March 5 election materials, including ballots and rosters, for secure storage at the Department's warehouse, each for the duration of the applicable retention period as required under state law.
- D. The Department has been conducting debriefings with the ballot and Voter Information Pamphlet translation, production, assembly, and mailing vendors. These meetings are intended to cover both lessons learned in the March 5 election as well as November 5 election production timelines and the impact of a large ballot and VIP on scheduling.

**III. The Department continues to facilitate candidate filings for the November 5, 2024 election.**

- A. March 18 marked the opening of the signatures-in-lieu of filing fees petitions submission period for Mayoral and Board of Supervisors candidates who wish to partially or completely offset the cost of their nomination filings. The Department will process any such petitions submitted by May 13 and then, between May 20 and June 11, will facilitate the submission of the nomination papers for the same offices.
- B. Similarly, between May 16 and July 10, the Department will facilitate submissions of signatures-in-lieu of filing fees petitions for any candidates for City Attorney, District Attorney, Sheriff, Treasurer, BART Board, Board of Education, Community College Board who wish to partially or completely offset the cost of their nomination filings.
- C. Current candidate filing statuses for the November 5 election are available at <https://www.sf.gov/candidates>.

**IV. The Department continues to provide voter outreach and education to communities across the City.**

- A. The Department will conduct this year's Spring 2024 High School Voter Education Weeks between April 15 and April 26. For this program, the Department has received 24 applications -- representing students from 10 San Francisco high schools: Balboa, Abraham Lincoln, George Washington, Lowell, Lick-Wilmerding, Convent of the Sacred Heart, the Bay School, the Urban School, Gateway School, and the French American International School.
  - i. Prior to beginning the program, each student ambassador will attend a virtual training workshop conducted by Department staff. The training workshop will teach students about voter eligibility requirements, poll worker service opportunities, how to register and pre-register voters, as well as how to handle any questions that may come up during the registration process. Each student will be paired with a Department mentor who will help them develop and execute an effective, engaging outreach plan. At the end of this workshop, each of the students will brainstorm outreach strategies and begin to develop their individualized outreach plan.
  - ii. Following training, each student will attend scheduled check-ins with a mentor, who will monitor and support each student's progress as they work through their individual outreach plan. In addition, any students who need extra guidance will be encouraged to work more closely with their mentor. To identify such students, all staff mentors will proactively reach out to any students who appear to be in need of additional support.
  - iii. The Department will share excerpts from student voter outreach plans on its social media accounts in order to highlight and celebrate individual successes in the program.
- B. The Department is developing a targeted, multilingual, multiformat non-citizen voting (NCV) outreach plan to ensure every eligible non-citizen resident is aware of their right to vote in the November 5, 2024, Board of Education election.
  - i. The Department has published an updated webpage dedicated to NCV registration and voting at [sfelections.org/NCV](https://sfelections.org/NCV). This web page includes a link to the NCV registration form for the November 5, 2024 election and information on eligibility requirements, as well as on how to register and voting options. (In compliance with local law, the registration form is available in print and downloadable format in 49 languages and includes the required verbatim legal statement/notice about NCV voting.)
  - ii. Later this month, the Department will send a letter to all of the San Franciscans who registered to vote in most recent NCV elections. This letter will explain that NCV registration for the November 5, 2024, Board of Education election is now open and explain how to submit a registration form if the recipient is eligible to do

so. (Per local law, NCV registration does not automatically renew for the next election as does non-NCV registration.)

- iii. The Department has reached out to San Francisco Unified School District (SFUSD) representatives and other government and community-based organizations serving local immigrant populations, including the City's Office of Community Engagement and Immigrant Affairs (OCEIA) and the Immigrant Parent Voting Collaborative, to explore partnership opportunities. The Department plans to collaborate with these NCV outreach partners who can serve as trusted and familiar sources of information for local immigrant communities over the next few months.
- iv. The Department has begun conducting multilingual NCV outreach and voter education at relevant community events. Current NCV outreach includes, for example, providing resource tables at San Francisco Pathways to Citizenship Initiative Citizen Workshops and conducting multilingual educational presentations on this topic at local venues. In the coming months, the Department will be utilizing other NCV strategies - such as radio and newspaper ads and interviews with local media, such as Telemundo 48, Univision, and KIQI 1010 AM.

C. The Department is preparing to launch its *Go Green!* campaign in advance of the November 5, 2024 election.

- i. During its last *Go Green!* campaign, many voters indicated they preferred to receive a paper Voter Information Pamphlet (VIP). Therefore, this year's campaign message is built around encouraging voters to reduce waste by sharing one paper VIP with other people in their household -- by having all but one household member opt out of mail delivery. This campaign will utilize several outreach strategies to remind voters that they have the option to stop postal delivery of the VIP and instead share one copy with members of their household.
- ii. On Earth Day, Monday, April 22, the Department will send an email to nearly 250,000 voters, encouraging them to switch to the digital VIP. This email will also highlight the different benefits of reading the VIP online -- each of which may speak to different voters -- such as reducing environmental impact and saving city funds.
- iii. Starting Tuesday, April 16, the Department's homepage will prominently feature the "Go Green" message and will offer an easy way to opt out of mail VIP delivery.
- iv. This month, the Department's Outreach Team will be joining several local events, including Climate Action Youth Summit, Earth Day Festival, and Earth Day SF, to raise awareness of the digital VIP option.

**V. The Department continues to work on numerous short, mid, and long-term administrative projects.**

- A. The Department has completed its 2023 Racial Equity Progress Report (Attachment 6) and will submit it, as required, to the City's Office of Racial Equity by Monday, May 13, 2024. Should the Commission choose to provide an update on their own work to be included with the Department's submission, it must submit that update to the Director by Thursday, May 9, 2024.
- B. The Department has been revising the content of all informational webpages and online tools that reference election dates and deadlines, elected officials, or future elections to reflect the upcoming November 5 election.
- C. The Department has begun drafting two Requests for Proposals (RFP) with the goal of partnering with local nonprofits to supplement its direct outreach efforts on two November 5 election topics: 1) ranked-choice voting in local contests and 2) non-citizen registration and voting in the Board of Education contest. The Department anticipates issuing both

RFPs in the upcoming weeks, allowing interested local non-profits approximately one month to prepare their grant applications. Outreach activities under both RFPs will commence in late August and continue through Election Day.

- D. The Department continues to conduct routine activities related to maintaining San Francisco's voter file, including the processing of local registration forms and other correspondence from voters, as well as the sending of confirmation postcards on a weekly basis (e.g., address verification postcards and voter notification postcards).
- E. The Department has been processing state petitions as necessary for the November 5 election; this task includes the sub-tasks of raw count signature tallying and random sample signature verification.
- F. In the near term the Department will submit an amendment to the Municipal Elections Code to the Board of Supervisors that would allow the City to opt out of AB 1416 regarding the printing the names of official proponents and opponents with local ballot measures if opting out would prevent the ballot from exceeding six cards.

**VI. Responses to the Commission's request for information to be included in the Director's monthly report.**

*Data on registration rates and outreach events: 1) Total new registrations, 2) New registrations by supervisory districts, 3) Tactics employed (outreach, community engagement, grant funding, etc.) and in which districts, 4) Tactics employed by districts.*

- A. Between March 1 – March 31, the Department processed affidavits for 4,020 new registrants, residing in the following Supervisorial Districts: (SD) 1 – 352, SD 2 – 437, SD 3 – 457, SD 4 – 240, SD 5 – 476, SD 6 – 445, SD 7 – 346, SD 8 – 412, SD 9 – 331, SD 10 – 272, SD 11 – 252.
- B. Between March 1 – March 31, the Department conducted 20 outreach events; which had approximately 1,460 people in attendance collectively. The number of such events by Supervisorial District was: SD 3 – 2, SD 5 – 5, SD 6 – 2, SD 7 – 2, SD 9 – 3, SD 10 – 5, SD 11 – 1.