



# Sacramento County

## Voter Registration & Elections

Language Accessibility Advisory Committee

**January 23, 2025 Meeting Minutes**  
**5:00 PM – 5:30 PM**

### CO-CHAIRS

EMILY ELLIOTT

SHANNON

MEDINA-FOBBS

MICHAEL

VANDERPOOL

### Agenda Item

#### 1. Call to order and introductions

Co-chair Emily Elliott called the meeting to order and began introductions. Also in attendance were Co-chair Shannon Medina-Fobbs, VRE Registration & Outreach Manager Karalyn Fox, VRE Outreach Election Assistant Esperanza Aguilar, and LAAC members Bill Glasser, Deanna Kitamura, and Theresa Riviera.

#### 2. Updates from State LAAC

The State has not yet made the minutes from the most recent State LAAC meeting on November 13, 2024 available, but Co-chair Elliott offered to share them with any member who was interested as soon as they were available from the State.

#### 3. LAAC-related General Election debrief

VRE was able to serve the multilingual voters of Sacramento County in a number of ways during the November 2024 election:

- We translated materials into 13 languages
- The office received a total of 18 requests for translated County Voter Information Guides (11 Spanish, six Chinese, and one Vietnamese).
- We provided translations for all 14 Measures on our website in Spanish, Chinese and Vietnamese.
- When early voting began on October 7, the front counter was staffed with bilingual staff for Spanish, Chinese and Vietnamese speakers.
- The Remote Accessible Vote by Mail system also contained translated materials in Spanish, Chinese and Vietnamese.
- The Accessible Ballot Marking Device at the Vote Centers contained translated audio instructions and translated ballot with instructions in Spanish, Mandarin, Cantonese, Taiwanese and Vietnamese.

Bill Glasser inquired as to what accommodation we had for voters who were illiterate or otherwise unable to navigate a written ballot. Co-chair Elliott noted that the ICX ballot-marking devices at the vote centers have audible sessions that read the ballots aloud to voters, and that audio CDs are also available upon request.

#### **4. LAAC recruitment**

LAAC Committee meeting attendance has declined since the implementation processes of Vietnamese as a federal language were accomplished. In light of this, Co-chair Elliott asked for feedback on how to improve meeting attendance.

Deanna Kitamura asked if VRE knew which organizations are members of the Sacramento County LAAC. It was shared that the LAAC has a current “active” membership of several dozen [40] individuals and organizations, and that agendas and meeting schedules are emailed to each. Theresa Riviera asked if we followed up with members who fail to attend; no the Co-chairs do not.

It was suggested that perhaps the meeting time was a barrier, as the VAAC meetings typically took place during the workday. The meeting used to take place even later in the evening, but turnout was not better and required more overtime hours from several VRE employees. Theresa suggested reaching out to a specific Hmong community organization to invite participation but declined to name which one.

A poll will be developed and sent out to members to see if a different meeting time would be advantageous.

#### **5. Language access materials/resources feedback**

Deanna stated that she had concerns about the navigability of the ballot translation guides, as guides which contain every contest that may appear on a ballot are difficult to flip through if you do not read Roman letters. Co-chair Elliott noted that the number of different ballot types (up to 185 in the recent election) makes individualization of ballot translation guides (i.e., facsimile ballots) prohibitive, but thanked Deanna for the feedback on their practicability.

#### **6. The next LAAC meeting will be on June 26<sup>th</sup> at 5 p.m.**

#### **7. Adjourn**

The meeting was adjourned at 5:30 p.m.

Requests for documents in accessible formats, interpreting services, language assistance, assistive listening devices, or other accommodations should be made by calling the County Voter Registration and Elections Department at (916) 875-6512 or by emailing your request to [LAACInfo@saccounty.gov](mailto:LAACInfo@saccounty.gov)