

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

881



FROM: Registrar of Voters

SUBMITTAL DATE:
October 14, 2008

SUBJECT: Expansion of Board of Supervisors Policy C-29 for November 4, 2008 Consolidated General Election

RECOMMENDED MOTION: That the Board of Supervisors approve expanding the provisions of Board Policy C-29 to apply to county employees who support ballot counting activities scheduled to begin on November 4th at 8 p.m. and continue for approximately 36 hours until all ballots cast on Election Day are counted.

BACKGROUND: Due to the anticipated high voter turnout and the two-card ballot in the November 4, 2008 Consolidated General Election, the Registrar of Voters (ROV) estimates that it will take 36 hours of continuous counting to tally all the ballots cast at the polls on Election Day. Eight (8) optical scanners will be used to count the paper ballots. Optical scan operators will be assigned six-hour shifts and must attend 2 hours of training. ROV policy requires individuals counting ballots to be permanent county employees.

Board Policy C-29 allows county employees to volunteer their service as election officers at the polls on Election Day as an "alternate duty assignment." County employees do not use accumulated leave balance, but are paid their normal salary as if they were reporting for a regular workday and they receive the same stipend as other community volunteers in lieu of any overtime.

Barbara Dunmore

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Registrar of Voters

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	N/A

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Jennifer L. Sargent*

Jennifer L. Sargent

County Executive Office Signature

Dept's Recomm.: Policy Consent

Per Exec. Ofc.: Policy Consent

Prev. Agn. Ref.: 4/10/07 (3.3); 1/15/02 (3.37) | **District:** ALL | **Agenda Number:** 3.48

The ROV is requesting the "alternate duty assignment" provisions in C-29 be expanded for the November 4th election to county employees serving as optical scan operators and supporting ballot counting activities. Up to 48 employees to be trained as operators are needed.

County employees are required to coordinate their intent to serve through their respective agency/department head or designee. The ROV will keep affected agency/department heads informed of their employees who volunteer for service.

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
USE OF COUNTY EMPLOYEES AS ELECTION OFFICERS	C-29	1 of 1

Policy:

The Board of Supervisors recognizes that the foundation of democracy is dependent upon ensuring the integrity and accuracy of the electoral process through the volunteer services of knowledgeable, capable individuals who staff hundreds of polling locations throughout the Riverside County on election days. County employees are a natural resource to service in this capacity through their public service experience and ability to effectively communicate state laws and regulations to the public. For these reasons, the Board of Supervisors encourages county employees to serve in this important role as an "alternate duty assignment" on election days, and for county management to make this accommodation, to the extent possible, as a priority commitment.

PROCEDURE:

1. County employees who desire to volunteer their service as election officers will apply through the Riverside County Registrar of Voters and coordinate their intent to serve through their respective agency/ department head or designee.
2. County employees will not use their accumulated leave balance, but will be paid their normal salary as if they were reporting for a regular workday. Such duty will be alternately served in the elections process. In addition to receiving their current salary/benefits, the county employee will receive the same stipend as other community volunteer election officers in lieu of any overtime for hours worked beyond 5:00 p.m. on Election Day.
3. Any additional equipment or supplies necessary to carry out their election officer duties on Election Day will be provided by the Registrar of Voters.
4. State law requires that election officers attend a training session prior to each election. This approximate 1-2 hour training will be conducted by the Registrar of Voters and scheduled at a time which will not impact on the employee's regular work assignments.
5. The Registrar of Voters will keep affected agency/department heads informed of employees who volunteer for service on Election Day in terms of their attendance.
6. County employees will receive their Election Day stipend at the same time as it is processed for other community volunteers (generally within 2-3 weeks of Election Day).

Reference:

Minute Order 3.37 of 01/15/02
Minute Order 3.3 of 04/10/07