



**County of Ventura
COUNTY CLERK-RECORDER,
REGISTRAR OF VOTERS**

MARK A. LUNN
County Clerk-Recorder,
Registrar of Voters

Date: August 5, 2021

To: Members of the Grand Jury; Members of the Board of Supervisors;
Michael Powers, County Executive Officer; League of Women Voters
and All Interested Parties.

From: **MARK A. LUNN**, CERA, REO *Mal*
Clerk-Recorder, Registrar of Voters

Subject: **Pre-Election, Election Night and Canvass Period Observation Information**

MICHELLE ASCENCION
Assistant County Clerk and Recorder

TRACY D. SAUCEDO
Assistant Registrar of Voters

MARTIN E. COBOS
Operations Manager

MIRANDA L. NOBRIGA
Public Information Officer

You are invited to observe election activities at the Elections Division, 800 South Victoria Avenue, Ventura, beginning the first day of ballot processing (August 17, 2021) through the end of the canvass, estimated to be October 14, 2021. This includes observing the processing of the official ballots and the release of returns for the September 14, 2021 California Gubernatorial Recall Election.

COVID-19 specific rules:

- All observers must wear face coverings if not vaccinated. (**NOTE:** this may change depending on state/county regulations at the time.)
- Observers must maintain physical distancing of six feet and may be asked to remain in a designated area.
- Observers are asked to take other safety measures such as hand hygiene, cough etiquette and general respect for cleanliness and sanitation.
- Observation is primarily an audio-visual activity, and video, particularly if supplemented by audio, may be an appropriate substitute in some situations for physical attendance during election processes in light of COVID-19.

The following is the anticipated schedule of events surrounding Election Day:

August 6, 2021 – August 20, 2021

The required logic and accuracy tests will be conducted with test ballots and vote simulations to ensure that the ballot counting programs are functioning properly before any voting machines are issued to precincts.

August 16, 2021

Early voting begins at the Elections Division Office, 8:00a.m. to 5:00 p.m. Monday through Friday.

Preserving History • Protecting Democracy

September 11, 2021 – September 13, 2021

10:00 a.m. – In-Person Voting Locations throughout Ventura County are open for voting.
6:00 p.m.

Election Day – September 14, 2021

7:00 a.m. – Voting Locations throughout the County of Ventura are open for voting.
8:00 p.m.

8:00 p.m. Voting Locations will close, and after those already in line have voted, the precinct boards will begin packing up voted ballots and supplies, securing the voting locations, and delivering the voted ballots and all equipment to the Elections Division. This may take approximately two hours.

8:05 p.m. Votes counts of the Vote By Mail ballots will be posted. The first semi-official summary report of the results will be released via the website and at the Central Counting Place (Elections Division). On <http://venturavote.org>, you may view the results by clicking on the Election Results/Canvass menu. The results are updated periodically throughout Election Night.

9:30 p.m. (approx.) Voted ballots from the 51 Voting Locations in the County of Ventura will begin arriving at the Central Counting Place. These ballots from each location will be processed and tallied, and a semi-official summary report will be released. Summary reports will be posted periodically as ballots are received and processed. Upon completion, a final semi-official (Election Night) summary report will be posted.

September 15, 2021

11:00 a.m. A semi-official Statement of Votes will be available on the County website.

Election Night Procedures

The voted ballots will be tallied in the Elections Division (Hall of Administration, Lower Plaza) at the Ventura County Government Center. The off-limit areas in the Elections Division are the Elections Technology Room, the APEX room (containing the secure signature verification and precinct sorter machine), the Vote By Mail processing area, and the warehouse area. However, these areas are visible and available to be observed via the glass observation windows. If you have any questions at any viewing location, please ask for assistance at the office front counter.

Voted ballots from each location are delivered by two election workers directly to the Central Counting Place.

When the voted ballots arrive at the Central Counting Place, the voting location is scanned and checked off, and the voted ballots are given to the voted ballot inspection teams for preliminary processing. After

this step, the voted ballots are delivered to the Elections Technology Room to be tallied on the scanners.

Throughout the evening summary reports are printed which include all previous results as of the time the reports are printed. Summary reports are printed periodically and copies are given to the news media and public.

Election results will also be posted at <http://venturavote.org> and updated after each summary report is released, approximately at 8:05 p.m. until completion of Election Night tallying.

BALLOT QUESTION

The following contest is contained on the ballot in County of Ventura:

Shall GAVIN NEWSOM BE RECALLED (removed) from the office of Governor?

Candidates to succeed GAVIN NEWSOM as Governor if recalled

Elect 1 – 46 candidates

WRITE-IN CANDIDATES

Should a candidate qualify as a write-in candidate for the office on the September 14, 2021 California Gubernatorial Recall Election ballot, a list of all qualified write-in candidate names will be available at each Voting Location and on the Elections Division website at www.VenturaVote.org.

VOTE CANVASS

The election canvass process is an internal audit and is required by State law to ensure the accuracy of election results. For this election, California election law allows 30 days to conduct the official canvass of final election results. The canvass period involves a number of different tasks that ensure processing all voted ballots, accounting for all election supplies and equipment utilized during the election and providing for an audit and reconciliation of election returns.

When the canvass is completed, the County Clerk-Recorder, Registrar of Voters certifies the results. All aspects of the canvass are open for public observation. During the canvass, Vote By Mail, Provisional Ballots and Conditional Voter Registration Provisional Ballots that are not counted on Election Night are researched to validate eligibility. Once validated, these additional Vote By Mail, Provisional Ballots, and Conditional Voter Registration Provisional ballots are counted. The canvass concludes with the certification and issuance of official election results.

Listed below are the major components of the official canvass. These components must be performed in a particular order. On the day after the election, Vote By Mail ballots currently in-house and those turned in at the voting locations are processed and then tallied. The Conditional Voter Registration and provisional ballots are processed.

CANVASS PERIOD - September 15, 2021 through the last day of certification (30 days)

The ballot processing and election functions will take place, as workload demands, throughout this period at our Elections office in Ventura. Specific functions planned for the day can be accessed on our website <http://venturavote.org> or by calling our office by 5:00 pm daily.

AUDIT - September 20, 2021 through completion

One Percent (1%) Manual Vote Tally – All voted ballots from a randomly selected one percent (1%) of the 697 total precincts are manually tallied and balanced against the computer results to verify the accuracy of the election tally system. This process is required by law.

BALLOTS ADDED DURING OFFICIAL CANVASS

The following ballots will not be included in the Election Night results tally. Once eligibility is determined, these ballots are added to the election results. Those ballot categories include:

- Vote By Mail Ballots returned on Election Day to the Elections Division or dropped off at Voting Locations and Vote By Mail drop-boxes. These ballots do not arrive in sufficient time to be individually signature-verified, opened, and prepared for tabulation on Election Night. In addition, ballots postmarked by election day and received through DATE will be included in the final count.
- Damaged Ballots which are unable to be processed through the election tally system. These ballots must be manually duplicated prior to being added to election results. Damaged ballots occur when ballots arrive torn or damaged and cannot be processed through the vote tabulation equipment.
- Provisional Ballots issued at the 51 Voting Locations on Election Day. These ballots must be researched to determine if this ballot was legally cast prior to being added to the election results. Provisional ballots may be issued at 51 Voting Locations to voters that did not surrender their Vote By Mail ballot.
- CVR Provisional Ballots are ballots voted by voters that failed to register before the deadline or did not re-register after having a change of address and their voter status could not be verified. These voters registered and voted at the one of the 51 In-Person voting locations. The eligibility of these voters is verified before a ballot is issued to them.

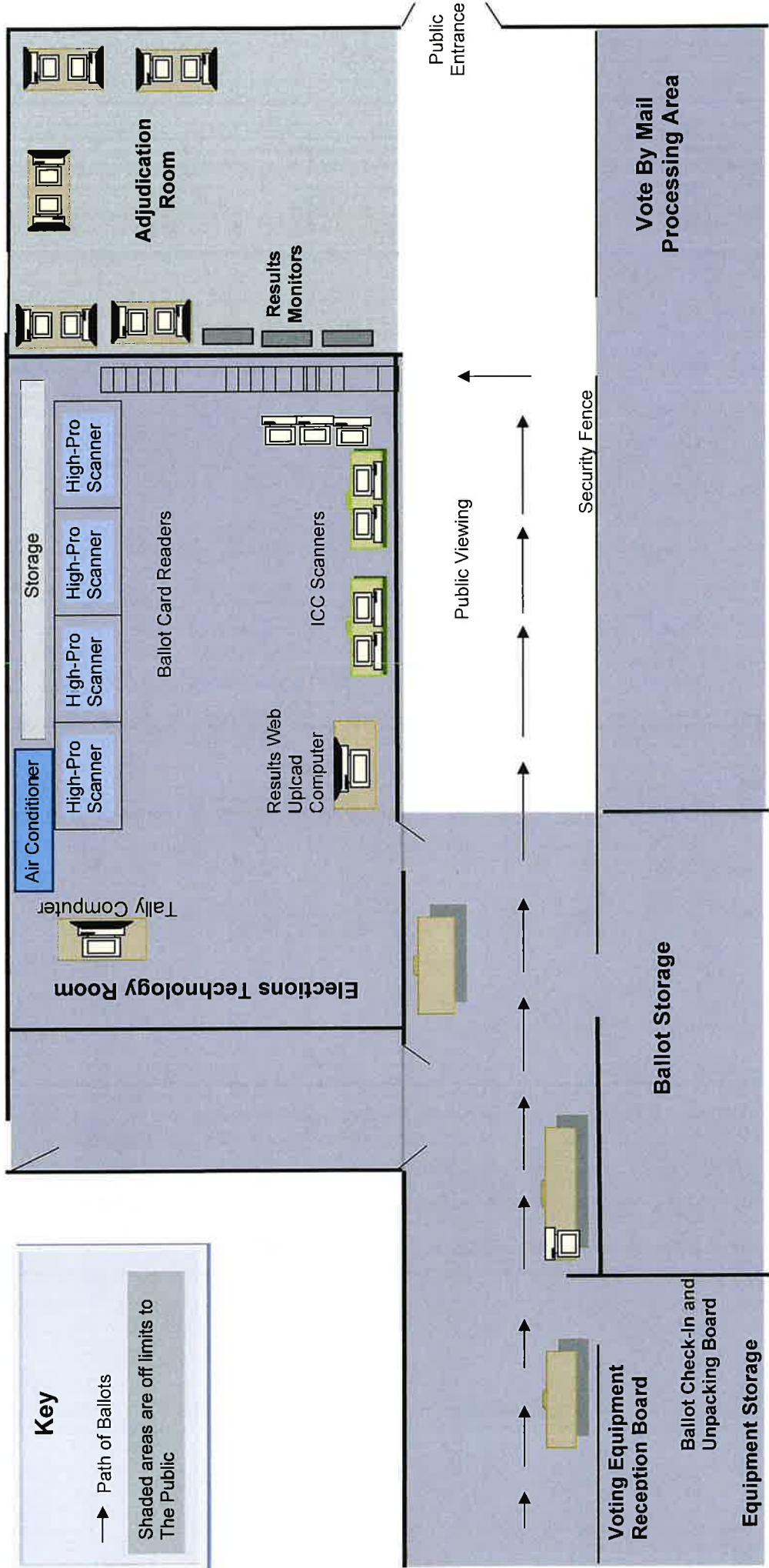
We look forward to your participation in this historic election and appreciate your partnership. For more information please contact the Elections Division at (805) 654-2664.

Ballot Processing Area
 Elections Division
 Lower Plaza
 Hall of Administration

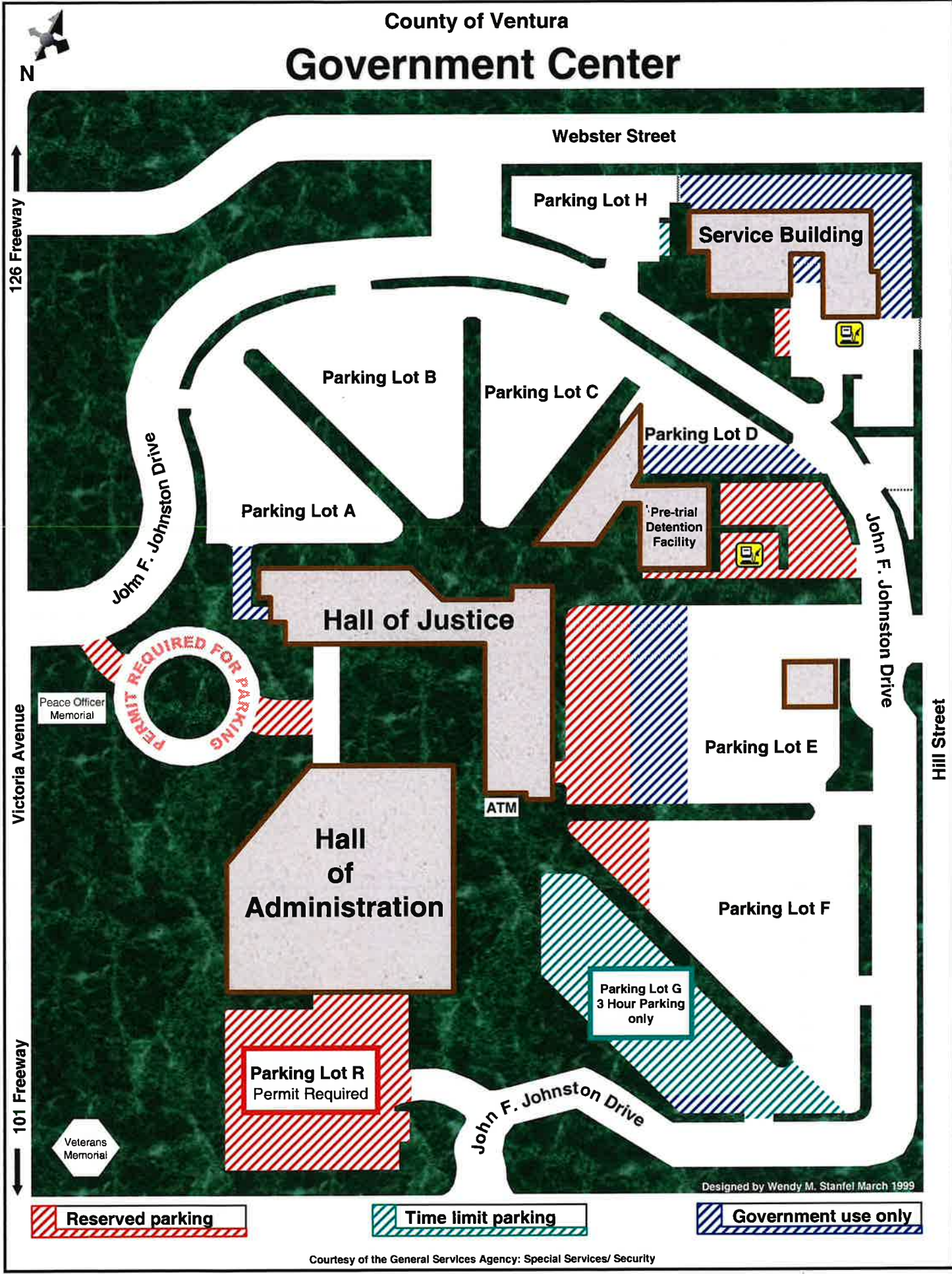
← Loading Dock

Key

- Path of Ballots
- Shaded areas are off limits to The Public



County of Ventura Government Center



Designed by Wendy M. Stanfel March 1999

 Reserved parking	 Time limit parking	 Government use only
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