



Agenda Submittal

Agenda #: 5 **Status:** Approved
Type: Contract **Department:** Information Technology - Registrar of Voters
File #: 17-542 **Contact:** John Gardner, 784-3366
Agenda date: 8/1/2017 **Final action:** 8/1/2017
Title: Approve a Memorandum of Understanding with the California Secretary of State for establishing and utilizing a connected VoteCal County Test Environment; and delegate authority to the Registrar of Voters to execute the agreement and any future modifications.
Governing body: Board of Supervisors
District:
Attachments: 1. A - MOU, 2. Executed MOU, 3. Minute Order

Date	Ver.	Action By	Action	Result
8/1/2017	1	Board of Supervisors	Approved	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Registrar of Voters (ROV) recommends that the Board of Supervisors approve a Memorandum of Understanding (MOU) with the California Secretary of State for establishing and utilizing a connected VoteCal County Test Environment; and delegate authority to the Registrar of Voters to execute the agreement and any future modifications.

SUMMARY/DISCUSSION:

In 2015 the California Secretary of State launched efforts to connect all county voter registration system databases in near-real time to create a centralized list of registered voters. Solano County participated in the early implementation of the system called "VoteCal." Once the system was live for all 58 counties, Solano County petitioned the Secretary of State to create a test environment (or sandbox) for training, testing software releases and conducting mock elections to help ensure business processes are working correctly and staff are better prepared at administering an election.

The California Secretary of State has now created a connected VoteCal County Test Environment (CTE) for use with our local voter registration system. To ensure effective use of the CTE, the Secretary of State is requiring counties to agree to a Memorandum of Understanding outlining each parties' responsibilities (Attachment).

The Registrar of Voters may choose to terminate the MOU upon 30 days' written notice.

FINANCIAL IMPACT:

The California Secretary of State is providing access to the CTE environment at no cost to the County.

ALTERNATIVES:

The Board of Supervisors could reject the Memorandum of Understanding and the Registrar of Voters would not participate in the county test environment. This is not recommended as the ROV staff would benefit from the ability to test, train and improve the County's election administration processes.

OTHER AGENCY INVOLVEMENT:

The California Association of Clerks and Elections Officials Business Process Committee for VoteCal (BPC) is encouraging all 58 counties to participate in the VoteCal county test environment for conducting statewide mock elections for improved election administration throughout the State. The County Counsel reviewed the MOU as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION