# County Recorders' Association of California and California Association of Clerks & Election Officials New Law Workshop & Seminar

Tentative Agenda



December 8<sup>th</sup> – 12<sup>th</sup>, 2014 Hyatt Regency Sacramento

## COUNTY RECORDERS' ASSOCIATION OF CALIFORNIA CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS New Law 2014

# Agenda

# **RECORDERS**

Tuesday, December 9 <sup>th</sup> :		Room
9:00 – 10:00	RECORDERS Uniform Practices/Mutual Problems Danielle Rifilato, Santa Barbara County	Golden State AB
10:00 – 11:00	Document Reference Manual David Valenzuela, Ventura County Florence Shimano, Marin County	Golden State AB
11:00 – 12:00	PREP/Related Industries  Tauna Mallis, Riverside County  Frederick Garcia, Contra Costa County	Golden State AB
12:00 – 1:30	Lunch on your Own	
12:30 – 4:00	Registration	Golden State
1:30 – 3:30	CRAC Legislative Committee Meeting Co-Chair, Kammi Foote, Inyo County Co-Chair, Val Wood, San Diego County Co-Chair, David Valenzuela, Ventura County	Golden State AB
3:30 – 5:00	CRAC Board of Directors Meeting President Gina Alcomendras, Santa Clara County Vice-President Gregory Diaz, Nevada County Treasurer Donna Johnston, Sutter County Secretary Mark Lunn, Ventura County	Golden State AB
Dinner on your Own		

# **RECORDERS**

Wednesday, December 10	<u>th.</u>	Room
8:00 – 12:00	Registration	Gift Shop
8:00 – 9:30	CRAC Principals Only Breakfast (all others on your own)	Capitol View 15 <sup>th</sup> Floor
9:30-10:30	RECORDERS Impact of Fraud on the Consumer Wayne Bell, Commissioner, California Bureau Of Real Estate (Dpt. Of Consumer Affairs)	Regency A
10:30-11:00	Break	
11:00-12:00	RECORDERS Perspectives (Tentative) Phil Ting Assembly Member	Regency A
12:00 – 1:30	Lunch on your Own	
1:00 – 4:00	Registration	Gift Shop
1:30 – 3:00	RECORDERS  eRecording (Meeting for CeRTNA/SECURE only;  not a presentation)	Regency A
3:00 – 3:30	Break/Exhibit Visitation	Foyer/Corridor
3:30 – 5:00	RECORDERS Why Submitters Won't eRecord Moderator: Karl Klessig, CSC eRecording Solution Jerry Lewallen, eRecording Partners Network Randy Haupert, Indecomm Global Services Mark Ladd, Simplifile, LLC	Regency A
6:00 – 8:00	Welcome Reception – ALL ATTENDEEs Introduction of Exhibitors Ornament Exchange Awards/Presentations	Regency DEF

Dinner on Your Own

# **RECORDERS**

Thursday, December 11 <sup>th</sup> :		Room
8:00 – 9:00	Continental Breakfast/Exhibit Visitation	Foyer/Corridor
8:00 – 12:00	Registration	Gift Shop
9:00 – 10:00	RECORDERS New Law Presentations/DRIM	Regency A
10:00 – 10:30	Refreshment Break/Exhibit Visitation Prize Drawing	Foyer/Corridor
10:30 – 12:00	RECORDERS  New Law Presentations/DRIM/Mutual Problems	Regency A
12:00 – 1:30	Lunch on your Own	
1:30 – 3:00	RECORDERS Sovereign Citizens Joanna Mendelson, California Investigative Researcher & Director of Special Projects Anti-Defamation League	Regency A
3:00 – 3:30	Refreshment Break/Exhibit Visitation Prize/Exhibitor Drawings	Foyer/Corridor
3:30 – 5:00	RECORDERS  Digital Archives (Tentative)  Dean Logan, Los Angeles County Registrar- Recorder/County Clerk  Jerry Handfield, Retired State Archivist,  State of Washington	Regency A

Adjourn

Meeting rooms subject to change.



## **ELECTION ADMINISTRATION**

Wednesday, December 10 <sup>th</sup> :		Room
8:00 – 12:00	Registration	Gift Shop
9:00 – 10:15	Voters with Special Needs Tim McNamara, Los Angeles County	Regency BC
Meeting closed to Ex		
10:15 – 11:30	HAVA Tim McNamara, Los Angeles County	Regency BC
Meeting closed to Ex	· · · · · · · · · · · · · · · · · · ·	
11:30 – 12:45	SB-90 Alice Jarboe, Sacramento County	Regency E
11:30 – 12:45	Certification/Voting Systems Tim McNamara, Los Angeles County	Regency BC
1:00 - 4:00	Registration	Gift Shop
1:00 – 3:00	ELECTION ADMINISTRATION  Legislative Committee Meeting  Co-Chair, Jill LaVine, Sacramento County  Co-Chair, Karen Rhea, Kern County	Regency BC
3:00 - 3:30	Break/Exhibit Visitation	Foyer/Corridor
3:30 – 5:30	CACEO Board of Directors Meeting President Neal Kelley, Orange County Vice President Dean Logan, Los Angeles County Treasurer Susan Ranochak, Mendocino County Secretary Joe Holland, Santa Barbara County	Regency BC
6:00 – 7:30	Welcome Reception – ALL ATTENDEEs Introduction of Exhibitors Ornament Exchange Awards/Presentations	Regency DEF

Dinner on your own

# **ELECTION ADMINISTRATION**

TI I D I 44th	LLLCTION ADMINISTRATION	-
Thursday, December 11 <sup>th</sup> : 8:00 – 9:00	Continental Breakfast/Exhibit Visitation	Room Foyer/Corridor
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8:00 – 12:00	Registration	Gift Shop
9:00 – 10:00	ELECTION ADMINISTRATION Pledge Welcome/Announcements Neal Kelley, Orange County Updates/Subcommittee Reports Jill LaVine, Sacramento County Karen Rhea, Kern County	Regency BC
10:00 – 10:30	Refreshment Break/Exhibit Visitation Prize Drawing	Foyer/Corridor
10:30 – 12:00	ELECTION ADMINISTRATION  Los Angeles County Election Research Projects  Vote Centers, Poll Books and more  Dean Logan, Los Angeles County	Regency BC
	VoteCal Presentation VoteCal Team	
	"Postmark plus three" New Law Presentation of SB 29 Scott Konopasek, Contra Costa County Rich Stewart, United States Postal Service	)
12:00 – 1:30	Lunch on your Own	
1:30 – 3:00	ELECTION ADMINISTRATION  New Law Presentations  Jill LaVine, Sacramento County  Karen Rhea, Kern County	Regency BC
3:00 – 3:30	Refreshment Break/Exhibit Visitation Prize/Exhibitor Drawings	Foyer/Corridor
3:30 – 5:00	ELECTION ADMINISTRATION  Panel Discussion of Best Practices and Lessons Learned in working with: Advocacy Groups, Observer and Language Groups  Tim McNamara, Los Angeles County Michael Vu, San Diego County Gail Pellerin, Santa Cruz County	Regency BC s
	Great Ideas Polling Place Accessibility Checklist Tablet Application for completing Accessibility Su Ben Behrens, San Joaquin County Accessible Sample Ballot Alice Jarboe, Sacramento County Vote Centers	rveys

**Vote Centers** 

Philip Chantri, Santa Clara

#### **ELECTION ADMINISTRATION**

### Friday, December 12th:

Secretary of State

Friday, December 12, 2014 9:00 am to 12:00 pm

Secretary of State Building Auditorium 1500 11<sup>th</sup> Street, First Floor Sacramento, CA 95814

#### **Agenda**

The VoteCal project team will hold separate breakout sessions with the counties in each deployment wave to provide an update on the status of the project, discuss the testing process, and provide information on the deployment process and timeframe specific to each deployment wave. The times for each session are:

Wave 1 & 2: 9:00 - 9:45
Wave 3 & 4: 10:00 - 10:45
Wave 5 & 6: 11:00 - 11:45

Adjourn

Meeting rooms subject to change



#### **CLERK OF THE BOARD OF SUPERVISORS**

Wednesday, December 10 <sup>t</sup>	<u> </u>	Room
1:00 – 4:00	Registration	Gift Shop
2:00 - 5:00	Exhibit Visitation	Foyer/Corridor
3:30 – 5:30	CACEO Board of Directors Meeting President Neal Kelley, Orange County Vice President Dean Logan, Los Angeles County Treasurer Susan Ranochak, Mendocino County Secretary Joe Holland, Santa Barbara County	Regency BC
6:00 – 7:30	Welcome Reception – ALL ATTENDEEs Introduction of Exhibitors Ornament Exchange Awards/Presentations	Regency DEF

Dinner on your own

#### **CLERK OF THE BOARD OF SUPERVISORS**

Thursday, December 11 <sup>th</sup> :		Room
8:00 – 9:00	Continental Breakfast/Exhibit Visitation	Foyer/Corridor
8:00 – 12:00	Registration	Gift Shop
9:00 – 10:00	CLERK OF THE BOARD Right on Schedule: Finding Your Way through the Maze in Developing Records Retention Schedules Edward Sumcad, Manager, Recorders Management and Archives Ernie Gomez, Manager, Records Management Los Angeles County Registrar-Recorder/County County	Regency D

The foundation of any well-run records management program is a thorough records retention schedule. Depending on the size of your organization, this may seem like a daunting task, as it will require the inventorying and appraisal of all potential records (paper and electronic) that may require retention. The management staff of Los Angeles County's Records Management and Archives program will provide you with an approach that will help you categorize your records, appraise their value based on criteria such as state and local legal requirements, regulations, fiscal reporting requirements, or other operational needs, and organize them into a user-friendly retention schedule from which you can grow the other parts of your records management program.

10:00 – 10:30 Refreshment Break/Exhibit Visitation Prize drawing

Foyer/Corridor

## Thursday, December 12<sup>th</sup> continued:

10:30 – 12:00

CLERK OF THE BOARD

Regency D

Records Preservation – From Books to Digital Jim Harper, President PFA, Inc. Dennis Curran, Kofile Preservation

This program focuses on the three forms of media used by Clerks: paper, microfilm, and digital. The life expectancy of each medium is discussed in this session within "The Four Killer Aps." Short movie clips from the National Archives and the Library of Congress, as well as from a "talking dog" add to the fun learning environment where we laugh and cry together, BUT where we walk away filled with proven ideas on how to save our irreplaceable minutes, ordinances, resolutions, and other important board records. Trivia, along with prizes, add to the experience. Get ready to learn and have fun...that's multi-tasking at its finest! (Also, this session is NOT an advertisement for any product or service!)

12:00 – 1:30 Lunch on your own

1:30 – 3:00 CLERK OF THE BOARD

Regency D

An Interactive Look at the Life of a Bill in the Legislature
Craig Kramer, Retired County Clerk/Recorder
Sacramento County

Have you ever thought about what it is like to 'carry' a bill in the California Legislature? Do you want to take part in amending a bill as it goes through the process of becoming a law? How about being on a committee of the Legislature or being an administrative official of the state who is reviewing the bill? All of this and more is possible if you attend this oftentimes hilarious Interactive Look at the Life of a Bill. This participatory approach to understanding how new laws progress through the California Legislature will provide you with a different insight into how the 'sausage' is made in Sacramento. And it's way more informative and fun than sitting through the usual dry recitation of How a Bill Becomes Law. Please join in, enjoy the lively action, and learn while you are being entertained.

3:00 – 3:30 Refreshment Break/Exhibit Visitation Bingo/Exhibitor Drawings

Foyer/Corridor

3:30 – 5:00 CLERK OF THE BOARD

Regency D

2014 Chaptered Laws Affecting the Duties of the Clerk of the Board of Supervisors, and

Discussion on Proposed CACEO-Sponsored Legislation for 2015, and

"Bullets You Didn't Know You Dodged": A Discussion
Of Legislative Actions in 2014 that Saved You Money and Headaches
John McKibben, Los Angeles County

Find out what our Beloved Legislators have dreamed up to torture Clerks of the Board this year. Hear about what you need to implement beginning January 1. Discuss any legislation for CACEO sponsorship in 2015 – bring your written proposals, if you have any. And, once again, hear terrifying tales of some of the crummy things our dear friends in Sacramento were going to inflict on you, but didn't get the chance to as a result of the efforts of CACEO and its allies. (The faint of heart may want to adjourn to the bar, instead.)

5:00 Adjourn

# **COUNTY CLERKS**

Wednesday, December 10	<u>h.</u>	<u>Room</u>
8:00 – 12:00	Registration	Gift Shop
10:00-12:00	COUNTY CLERKS  Legislative Committee Meeting  Co-Chair Kammi Foote, Inyo County  Co-Chair Joe Holland, Santa Barbara County	Regency D
12:00-1:00	Lunch on your Own	
1:00 – 4:00	Registration	Gift Shop
1:00 – 3:30	Break/ Exhibit Visitation	Foyer/Corridor
3:30 – 5:30	CACEO Board of Directors Meeting President Neal Kelley, Orange County Vice President Dean Logan, Los Angeles County Treasurer Susan Ranochak, Mendocino County Secretary Joe Holland, Santa Barbara County	Regency BC
6:00 – 7:30	Welcome Reception – ALL ATTENDEEs Introduction of Exhibitors Ornament Exchange Awards/Presentations	Regency DEF

Dinner on your own

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Thursday, December 11 <sup>th</sup> :		Room
8:00 – 9:00	Continental Breakfast/Exhibit Visitation	Foyer/Corridor
8:00 – 4:00	Exhibit Visitation	Foyer/Corridor
8:00 – 12:00	Registration	Gift Shop
9:00 – 10:00	COUNTY CLERKS Pledge Welcome/Announcements     Neal Kelley, Orange County Updates/Subcommittee Reports     Jill LaVine, Sacramento County     Karen Rhea, Kern County *please not meeting room; this session joint with Election	Regency DC  Administration
10:00 – 10:30	Refreshment Break/Exhibit Visitation Prize Drawing	Foyer/Corridor

# Thursday, December 11th continued:

10:30 -12:00 **COUNTY CLERKS** Regency EF AB2528 - Using diacritical marks when issuing identity documents. What impact would this have on our software systems and indices? Bruce Krochman, DFM Associates Grant Gyulnazaryan, SouthTech Systems Wayne Long, AtPac AB2286 - Process Servers. Why was this bill introduced and what problems did the sponsors hope to solve? Michael Kern, President, CALSPro 12:00 - 1:30Lunch on your Own 1:30 - 3:00**COUNTY CLERKS** Regency EF Notary Oaths: Best Practices, SB 1050 & What's Next Bill Anderson, National Notary Association Alicia Stewart, California Secretary of State **Notary Division** CEQA Filings, What happens when documents have been improperly filed, not properly noticed or filed late? Derek Hoffman, Attorney, Gresham & Savage Speaker(s) TBD, Department of Fish & Wildlife 3:00 - 3:30Refreshment Break/Exhibit Visitation Foyer/Corridor Prize/Exhibitor Drawings 3:30 - 5:00**COUNTY CLERKS** Regency EF **New Law Presentation & Reference Manual Update** Co-Chair Joe Holland, Santa Barbara County Co-Chair Kammi Foote, Inyo County Matt Siverling, Legislative Advocate Tammie R. Buie, Riverside County Victoria Rodriguez, Riverside County

Adjourn

Meeting rooms subject to change

