

CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS

2016 NEW LAW WORKSHOP & SEMINAR
December 14-16, 2016



Hyatt Regency Sacramento

WEDNESDAY, DECEMBER 14

Room

9:00 a.m.	Registration	Foyer
9:00 a.m.	Elections - Voters with Special Needs (Closed to Vendors) <ul style="list-style-type: none">• Tim McNamara, Los Angeles County	Regency A
	Elections - Fiscal Services (SB90) <ul style="list-style-type: none">• Alice Jarboe, Sacramento County	Santa Barbara
	Elections - Petitions <ul style="list-style-type: none">• Heather Ditty, Sacramento County	Ventura
9:30 a.m.	County Clerk -CRM Meeting <ul style="list-style-type: none">• Monique Blakely, Los Angeles County, Co-Chair• Jaime Pailma, Los Angeles County, Co-Chair	Tahoe
10:00 a.m.	County Clerks Legislative Meeting <ul style="list-style-type: none">• Co-Chair, Donna Allred, Sacramento County• Co-Chair, Victoria Rodriguez, Riverside County• Matt Siverling, Legislative Advocate	Tahoe
10:30 a.m.	Elections - Voting Systems (HAVA) (Closed to vendors) <ul style="list-style-type: none">• Tim McNamara, Los Angeles County	Regency A
	Elections - VoteCal Business Process <ul style="list-style-type: none">• John Gardner, Solano County	Santa Barbara
12:00	Lunch on your own	
1:00 p.m.	Elections Legislative Meeting <ul style="list-style-type: none">• Jill LaVine, Sacramento, Co-Chair• Tricia Webber, Santa Cruz County, Co-Chair	Regency A
1:30 p.m.	County Clerks – “Life/Death of a Bill” <ul style="list-style-type: none">• Matt Siverling, Legislative Advocate• Donna Allred, Sacramento County• Victoria Rodriguez, Riverside County	Regency EF
3:00 p.m.	Break/Exhibit Visitation	Regency
3:30 p.m.	CACEO Board of Directors Meeting <ul style="list-style-type: none">• President, Dean Logan, Los Angeles County• Vice President, Sue Ranochak, Mendocino County• Treasurer, Joseph Holland, Santa Barbara County• Secretary, Brandi Orth, Fresno County	Regency A
6:00 p.m.	Welcome Reception – All Attendees <ul style="list-style-type: none">• Hosted by Sacramento County Elections• Introduction of Exhibitors• Ornament Exchange	Regency DEF

Dinner on your own

THURSDAY, DECEMBER 15**Room**

8:00 a.m.	Continental Breakfast <ul style="list-style-type: none">• Exhibit Visitation	Regency
8:00 a.m.	Registration	Foyer
9:00 a.m.	2016 Chaptered Laws Affecting the Duties of the Clerk Of the Board of Supervisors (<i>Clerk of the Board</i>)	Regency F

Discussion of Proposed CACEO-Sponsored Legislation for 2017, and**“Bullets You Didn’t Know you Dodged”: A Discussion of CACEO Legislative Actions in 2016 that Saved You Money and Headaches**

- John McKibben, Los Angeles County
- Matt Siverling, Legislative Advocate

Find out what the California Legislature and the Governor have enacted that will cause you to do things a little differently than you did before they got their hands on the law. Hear about what you need to implement beginning January 1, 2017. Discuss proposed legislation for CACEO sponsorship in 2017 – bring your written proposals, if you have any. And, yet again, hear harrowing tales of some of the lousy things our friends in Sacramento were going to inflict on you, but didn’t get the chance, as a result of the efforts of CACEO and its allies. Those with a delicate constitution should NOT attend this session. [Rated PG-17 for strong language and frightening images.]

9:00 a.m.	Opening Session (<i>Elections & County Clerks</i>) Pledge of Allegiance Welcome Remarks and Announcements <ul style="list-style-type: none">• President, Dean Logan, Los Angeles County• Secretary of State Alex Padilla Updates/Subcommittee Reports <ul style="list-style-type: none">• Jill LaVine, Sacramento County• Tricia Webber, Santa Cruz County	Regency BC
10:00 a.m.	Refreshment Break <ul style="list-style-type: none">• Exhibit Visitation	Regency
10:30 a.m.	Promoting Personal and Organizational Ethics (<i>Clerk of the Board</i>) <ul style="list-style-type: none">• Moderator: Martin Gonzalez, Executive Director, Institute for Local Government• Ed Shikada, Cal-ICMA Ethics Committee and Asst. City Manager, City of Palo Alto• Kara K. Ueda, Partner, Best Best & Krieger LLP	Regency F

What practices can a county put in place to promote public trust and confidence? What practices can minimize the risk of missteps that could undermine or damage this trust and confidence? This interactive session will help answer these fundamental questions and provide attendees with tips that Clerks can use to encourage ethical best practices and promote transparency in their work place and in their County community.

- *An overview of the Brown Act, the California Public Records Act, and the Political Reform Act and related laws.*
- *Hypothetical examples illustrating ethics missteps and how to help avoid them.*
- *Tips and tools you can use to encourage ethics best practices in your office and to promote effective public meetings.*

Thursday, December 15th continued:

Room

- 10:30 a.m. **New Law Presentations and Discussion of Legislative Proposals** (*County Clerks*) Regency DE
- Donna Allred, Sacramento County, Co-Chair
 - Victoria Rodriguez, Riverside County, Co-Chair
- 10:30 a.m. **New Law Presentation** (*Elections*) Regency BC
- Jill LaVine, Sacramento County, Co-Chair
 - Tricia Webber, Santa Cruz County, Co-Chair
- SB 450**
- Neal Kelley, Orange County
- Presentation of New Laws**
- David Becker, Executive Director, Center for Election Innovation and Research
- 12:00 Lunch on your own
- 1:30 p.m. **Exceeding the Requirements of the Acts: What Can We (Should We) Clerks Do that Exceeds the Requirements of the California Public Records Act and Brown Act?** (*Clerk of the Board*) Regency F
- Dawn Abrahamson, City Clerk, City of Vallejo
 - Shirley Concolino, City Clerk, City of Sacramento
 - Terry Francke, General Counsel, Californians Aware (CalAware)

A panel of “sunshine ordinance” experts discuss things that Clerks can or perhaps should, do in administering these bodies of law that exceed the requirements of current law, but that might save Clerks time and money in the long run. What procedures and practices might we voluntarily implement in our offices that could assist the public in accessing vital information and meetings and possibly help us avoid passage of overly burdensome mandates in the future? What can Clerks do to encourage such practices in their respective counties? Hear three veterans of the “Access Wars” discuss their experiences and their advice for Clerks.

- 1:30 p.m. **Mutual Problems** (*County Clerks*) Regency DE
- Donna Allred, Sacramento County
 - Victoria Rodriguez, Riverside County
 - Karen Roth, California Department of Public Health
- 1:30 p.m. **New Law Presentation** (*Elections*) Regency BC
- VoteCal now System of Record – What about those other bills?**
- Joseph Holland, Santa Barbara County
- What a Great Idea!**
- Presentations from Counties of new ideas
 - John Gardner, Solano
 - TBA
- You are being sued for what?**
- Presentations from Counties of recent lawsuits
 - Michael Vu, San Diego County
 - Virginia Bloom, Santa Clara County
 - Alice Jarboe, Sacramento County

Thursday, December 15th continued:

Room

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| 3:00 p.m. | Refreshment Break <ul style="list-style-type: none">• Exhibit Visitation• Gift drawing | Regency |
| 3:30 p.m. | What Should You Do with a New County Supervisor? Transitioning Newly Elected County Supervisors and Staff (<i>Clerk of the Board</i>) <ul style="list-style-type: none">• Donna Johnston, Sutter County• Gladys Coil, Napa County• Susan Huff, Los Angeles County | Regency F |

2016 was an election year and many counties have one or more (oh no!) new Supervisors and their staffs coming on board. What do you, as Clerk of the Board, and what do other county officials need to do to facilitate the sometimes bumpy transition of the new bosses and their personal staff members? Go home with good ideas on how to smooth everyone's experience – including yours! – During the next few months.

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| 3:30 p.m. | Evolution of Records and Clerk Demographics Today (<i>County Clerks</i>) <ul style="list-style-type: none">• Presentation by Eugene Sisneros, Kofile | Regency DE |
| 3:30 p.m. | The Mail Must Go Through (<i>Elections</i>) <ul style="list-style-type: none">• Tammy Patrick, Bipartisan Policy Center | Regency BC |
| 4:00 p.m. | Exhibit Sponsored Training (<i>Elections</i>) <ul style="list-style-type: none">• Hart InterCivic• Election Systems & Software• Votec• DFM Associates• K&H Election Services | Various |
| 5:00 p.m. | Adjourn – <i>Clerk of the Board and County Clerks</i> | |

Dinner on your own

FRIDAY, DECEMBER 16

ROOM

9:00 a.m.

Secretary of State Presentation (*Elections*)

Off-Site

Secretary of State Building
Auditorium
1500 11th Street, First Floor
Sacramento, CA 95814

AGENDA

- Welcome Remarks by Secretary of State Alex Padilla**
- VoteCal Update**
 - Susan Lapsley, Deputy Secretary of State, HAVA Director and Counsel
 - Ken White, VoteCal Project Communications
- Conditional Voter Registration Panel Discussion**
 - Steve Reyes, Secretary of State Chief Counsel
 - Susan Lapsley, Deputy Secretary of State, HAVA Director and Counsel
 - James Schwab, Chief of Legislative Affairs
 - Jana Lean, Chief of Elections Division
- SB 450 Vote Center Panel Discussion**
 - Steve Reyes, Secretary of State Chief Counsel
 - Susan Lapsley, Deputy Secretary of State, HAVA Director and Counsel
 - James Schwab, Chief of Legislative Affairs
 - Jana Lean, Chief of Elections Division
- Questions**

12 Noon

Adjourn



OUR SPEAKERS



Alex Padilla
Secretary of State

Alex Padilla was sworn in as California's Secretary of State in January 2015. He is committed to modernizing the office, increasing voter registration and participation, and strengthening voting rights.

Padilla made history in November when he was elected to serve as California's first Latino Secretary of State. Padilla has built a reputation for working across party lines to get things done, and as a State Senator he passed more than 80 bills signed into law.



Donna Allred
Sacramento County

Donna Allred was appointed County Clerk/Recorder for Sacramento County on December 14, 2014. She has over 26 years of service in Sacramento County with 16 of those years spent managing various aspects of the operations of the Sacramento County Clerk/Recorder's Office. She has managed a broad scope of operations for the Customer Service Division ensuring exemplary service and managing property records, legal documents, vital statistics and other public records. One of her greatest achievements is the implementation of two county service centers, ensuring consistent high-quality service and support at these locations.

She is an active member of the California Association of Clerks and Election Officials (CACEO) and serves as the Co-Chair of the Clerk's Legislative Committee, County Recorder's Association of California (CRAC) – Legislative Committee, and Vision Group. She is a member also of the Recorder's Document Reference & Indexing Manual (DRIM) Committee and the County Clerk's Reference Manual (CRM) Committee.

In addition, she has served as a Staff Workshop trainer for the past 10 years; training staff on the responsibilities of the County Clerk's in completing, issuing, filing, and registering marriage licenses and certificates of marriage.



David Becker
Executive Director
Center for Election Innovation and Research

David Becker is the Executive Director and Co-Founder of the Center for Election Innovation & Research, leading this cutting-edge non-profit's work to improve election administration through research, data, and technology. David created CEIR to be the first effort of its kind, with a proven track record of working with election officials and experts from around the country and across the aisle. Through its efforts, CEIR seeks to reverse the historical decline in voter turnout, and give election officials the tools they need to ensure that all eligible voters can vote conveniently in a system with maximum integrity.

Prior to founding CEIR, David was Director of the elections program at The Pew Charitable Trusts, driving reforms in election administration, including using technology to provide voters with information they need to cast a ballot; assessing election performance through better data; and upgrading voter registration systems. As the lead for Pew's analysis and advocacy on elections issues, David spearheaded development of the innovative [Electronic Registration Information Center](#), or ERIC, which to date has helped a bipartisan group of nearly two dozen states correct almost 4 million out-of-date voter records, and led to these states registering almost a million new eligible voters. David led campaigns in dozens of states, red and blue and everything in between, and directed Pew's partnerships with state government agencies, and with private sector partners like Google, IBM, Facebook, and others.

Before joining Pew, David served for seven years as a senior trial attorney in the Voting Section of the Department of Justice's Civil Rights Division, where he led numerous investigations into violations of federal voting laws regarding redistricting, minority voting rights, voter intimidation, and vote dilution. During his time at the Justice Department, David worked in dozens of states enforcing federal election laws and observing elections in thousands of precincts, and served as lead trial counsel in many cases, including *Georgia v. Ashcroft*.

David's appearances in the media include *The New York Times*, *The Washington Post*, MSNBC, and NPR, and he has been published several times, including by the [Stanford Social Innovation Review](#), the [University of California, Berkeley](#), and [The Hill](#). David received both his undergraduate and law degrees from the University of California, Berkeley.



Gladys Coil
Napa County

Gladys Coil was appointed Administrative Manager/Clerk of the Board on February 10, 2007. She has been employed with the Napa County for over 20 years. Prior to this appointment she was a Staff Services Analyst II in the County's Public Works Department, a Supervising Office Assistant for the Napa County Flood Control and Water Conservation District and a Senior Office Assistant and a Legal Clerk with the Napa County Health and Human Services Agency.

Gladys graduated with honors from St. Mary's College of California receiving a Bachelor's of Art degree in Management and was awarded a distinguished project award. Professional memberships include California Association of Clerks and Elected Officials (CACEO) and International Institute of Municipal Clerks since 2007 where she received a Certified Municipal Clerk (CMC) designation. As a representative for the California Clerk of the Board of Supervisors Association (CCBSA), Gladys was President in 2012 and has earned the Certified Clerk of the Board of Supervisors (CCB) designation.



Martin Gonzalez
Executive Director
Institute for Local Government

Martin serves as the Institute for Local Government's chief executive officer. The Institute is the education and research affiliate of the League of California cities, the California State Association of Counties and the California Special Districts Association. The Institute promotes good governance at the local level with practical, impartial and easy-to-use resources. The Institute goal is to assist local leaders to govern openly, effectively and ethically, work collaboratively and foster healthy and sustainable communities.

Prior to joining the Institute in 2014, Martin served as Assistant Executive Director with the California School Boards Association. While at CSBA, Martin lead the association's membership, policy and governance training and services departments. Martin also previously served as a deputy director with the Governor's Office on Criminal Justice Planning, deputy secretary for legislation and legal counsel for the Youth and Adult Correctional Agency, and as counsel to the Assembly Committee on Public Safety.

Martin graduated from Berkeley Law and has been a member of the California State Bar since 1994. Prior to law school, Martin received a master's degree in history and a bachelor's degree in political science from U.C. Santa Barbara.



Tammy Patrick
Bipartisan Policy Center

Tammy Patrick is a Democracy Project Fellow with the Bipartisan Policy Center. Former Federal Compliance Officer for Maricopa County Elections Department for eleven years, Ms. Patrick was tasked with serving more than 1.9 million registered voters in the greater Phoenix Valley. In May of 2013 she was selected by President Obama to serve as a Commissioner on the Presidential Commission on Election Administration

(www.supportthevoter.gov) which has led to the position at the Bipartisan Policy Center to further the work of the PCEA.

Her efforts in supporting good stewardship via sound data collection and analysis has afforded her inclusion in the Princeton Press publication *The Democracy Index* by Yale Law Professor Heather Gerken, and a position on the Pew Advisory Board for an Elections Performance Index.

Ms. Patrick was honored to testify in Congress in 2007 on the role of election audits and the United States Senate in 2014 on voter registration modernization. She has testified in numerous state legislatures on a variety of election administration issues.

She serves on the Steering Committee for National Voter Registration Day (NVRD), the Board of Advisors for the Center for Technology in Civic Life (CTCL), and has represented the Election Center on the USPS Mailers Technical Advisory Committee (MTAC) where she works with the Post Master General, Deputy Post Master, and upper management to improve services for voters and election administrators.

Ms. Patrick has a bachelor's degree in American Studies from Purdue University and has attained accreditation as a Certified Election Voter Registration Administrator through the Election Center and Auburn University.



Victoria Rodriguez
Riverside County

Rodriguez is a Principal Deputy ACR with the Riverside Assessor-County Clerk-Recorder's office. During her 15-year tenure her experience has included positions within the Public Service division, County Clerk, and Recorder departments.

In her current role in Recorder Administration, she manages the daily activities of the Certified Records, Imaging, and Microfilm divisions. She is further charged with the coordination of special projects and facilitating the implementation of new legislation and legal mandates. She also serves as a liaison between satellite offices and the main office.

In addition, she has served as a previous Staff Workshop trainer, developing training materials for fellow County Clerk and Recorders across the state of California. She also previously served as co-chair, together with Tauna Mallis, for the County Clerks Reference Manual (CRM) committee. Currently she is serving as co-chair, alongside Donna Allred, for the County Clerk Legislative (CACEO) committee.

She is a graduate from Chapman University with a Bachelor of Arts Degree in Organizational Leadership, with an emphasis in Organization Administration and obtained her Master of Public Administration degree from California Baptist University.



Karen Roth
California Department of Public Health
Vital Records

Karen Roth has been the Section Chief over the Birth and Marriage Registration Section for the California Department of Public Health since 2008. Karen has worked with the State for 27 years with the past 21 years in the Vital Records Registration Branch. Karen is an active member of the Vision Committee and is a member of the Vitals/County Clerk Staff Workshop training team. Karen has participated in previous Clerk/Recorder trainings, Vision Committee Meetings, CACEO conference, and New Law Workshop.



Ed Shikada
Palo Alto Assistant City Manager

Ed Shikada has been with the City of Palo Alto since April 2015 and serves as an Assistant City Manager focusing on the public services group, which includes public safety, utilities, public works, libraries and community services departments. Ed has also served on the Cal-ICMA Ethics Committee for several years, and now Palo Alto's ethics program. The City of Palo Alto is actively partnering with ILG to deliver its ethics training program, recently completing a training module for the City's entire 1000-employee workforce.

Prior to joining the City of Palo Alto, Mr. Shikada served in a variety of increasingly senior positions at the City of San Jose from 2003 to 2015, beginning as a Deputy City Manager and most recently as City Manager from 2013 to 2015. Throughout his tenure with San Jose, Shikada oversaw operations of a \$3 billion enterprise spanning 15 departments and 5,700 employees and managed services including public safety, economic development, neighborhood, transportation and aviation, environmental and utility, and strategic support services. He also led a number of interdepartmental initiatives related to public facility construction, and Capital Improvement Programs.

Prior to joining the City of San Jose, Shikada held a variety of positions at the City of Long Beach from 1995 to 2003 including as Director of Public Works, Manager of Traffic and Transportation, as well as City Traffic Engineer and Transportation Planning Officer. He directed operations and improvement of citywide infrastructure systems, as well as the establishment of a new transportation/traffic operations bureau. Shikada also served in several senior transportation roles with the Los Angeles County Metropolitan Transportation Authority, and a number of private transportation firms.

Shikada holds a bachelor's degree in civil engineering from the University of Hawaii, a master's degree in urban planning from the University of California, Los Angeles, and was a senior executive in state/local government from the Harvard Kennedy School.



Eugene Sisneros
Kofile Technologies

Eugene represents Kofile Technologies in their Western Division. He is a Denver, CO native and currently resides in Whittier, CA with his wife Ann and daughter Layla. In 1991, while still a student at Metropolitan State University of Denver where he later earned a BA in History with emphasis in Political Science, he was hired at a boutique title insurance company specializing in commercial transactions. This job introduced him to the land records and vitals industry and provided the opportunity to become acquainted with the operation of County Clerk/Recorder offices around the country, which led to his involvement in all facets of the title insurance industry including developing standards for County Clerks/Recorders. During his career, Eugene has consulted on records management projects for the private sector, local, state and federal government agencies across the country and lectures on government trends and services. Contact Info: 713-204-5734 Mobile; Eugene.Sisneros@Kofile.us



Kara K. Ueda
Partner
Best Best & Krieger LLP

Kara K. Ueda handles conflicts of interest, elections, land use and California Environmental Quality Act matters for municipal clients. As a partner in Best Best & Krieger LLP's Municipal Law practice group, Kara regularly provides ethics training for public officials to comply with AB 1234. Kara also assists public agencies on general plan updates, Local Agency Formation Commission matters, Proposition 218 and Brown Act and Public Records Act compliance. She also negotiates and drafts a variety of agreements, including open space acquisitions and conservation easements. Kara serves as city attorney of Woodland, assistant city attorney to the cities of Davis and Winters, and as general counsel to El Dorado County LAFCO and Murphys Sanitary District.

In addition, Kara routinely litigates CEQA, land use and elections cases in state and federal courts. She has successfully defended public agencies in these types of cases, as well as in redevelopment, municipal finance and affordable housing cases.

Kara is a member of the League of California Cities City Attorneys' Department ad hoc committee updating the League of California Cities' *Providing Conflict of Interest Advice* publication. She is a senior fellow, in Class XVII of the American Leadership Forum – Mountain Valley Chapter. She previously served as a member of the LCC's Municipal Law Handbook Committee, as liaison to the LCC's Environmental Quality Policy Committee, as a representative from the City Attorneys' Department to the Administrative Services Policy Committee and on the FPPC Committee of the City Attorneys' Department. Kara is a past president and board member of the University of California, Davis School of Law Alumni Association and the past president and board member of the Asian/Pacific Bar Association of Sacramento. She is a former member of the Milton L. Schwartz/David F. Levi American Inn of Court and Women Lawyers of Sacramento. She previously worked as a staff attorney for the League of California Cities and served as a Senate fellow at the State Capitol.

She is also an adjunct professor, teaching local government law at University of California, Davis School of Law.

Education: University of California, Davis, J.D.; University of California, Davis, B.S.

DATES TO REMEMBER

2017 CACEO Annual
July 9 – 14, 2017
Lake Tahoe Resort Hotel
Lake Tahoe, CA

2017 CACEO New Law Workshop & Seminar
December 12 – 15, 2017
Hyatt Regency
Sacramento, CA

2018 CACEO Annual
July 9 – 13, 2018
Renaissance Hotel
Long Beach, CA

2018 CACEO/CRAC New Law Workshop & Seminar
December 10 – 14, 2018
Hyatt Regency
Sacramento, CA

2019 CACEO Annual
July 21 – 26, 2019
Hyatt Regency
San Francisco Airport
Burlingame, CA

2019 CACEO/CRAC New Law Workshop & Seminar
December 2 – 6, 2019
Hyatt Regency
Sacramento, CA