

## Spanish Language Advisory Committee

### Meeting Minutes June 20, 2013

**1. Call to Order:** The June 20, 2013 meeting of the Spanish Language Advisory Committee was called to order by Paul Adams at 7:10pm.

**2. Roll Call:** Members in attendance: Richard Turner, Sheila Soptelean and Mildred Narvaez. Staff in Attendance: Paul Adams, James Kramer, Janet Sutter, and Barb Aldridge.

**3. Review and Approval of Minutes:** Motion made by Mildred Narvaez to accept the March 14, 2013 minutes with the correction of item 4(h) registrado changes to registrada. The motion was seconded by Richard Turner. Motion carried 3-0.

**4. Old Business:** The May 7, 2013 Primary/Special Election was discussed. The Department of Justice did not observe the Election as they have done in the past. It is expected that DOJ will be here for the General Election in November. It was a very light turnout for the Primary Election except for Avon Lake which had a good turnout for the important issues on the ballot.

Paul Adams reported that the Multi Precinct Pilot Project went well at the following test locations:

1. American Legion Post #211, Avon Lake
2. East Recreation Center, Elyria
3. Sacred Heart Chapel, Lorain
4. V.F.W Post #9871, North Ridgeville

New processes were implemented to ensure compliance with DOJ, i.e. all items to be posted are clearly marked in an envelope. New Incident Logs were created to encourage precinct election officials to document all concerns; the incident logs will be scanned and reviewed by BOE staff in order to better address problems and issues that arise during Election Day.

Mildred Narvaez worked as the Assistant Vote Center Manager at Sacred Heart Chapel, and she felt that the pilot program was well received by the voters and the workers. Millie stated that everything was well organized and voters knew exactly what to do; she also felt that the use of the students as guides was very helpful and would like to see that continue.

Paul stated that there is a good chance that we will fully implement the multi precinct vote center model in the fall for the 2013 General Election on November 5, 2013.

The committee reviewed the Spanish Language Instructions on the TSX Screen and the following changes were recommended.

1. podria > podría
2. boton > botón
3. esta > ésta
4. sera > será
5. solo > sólo
6. ningun > ningún

It was moved by Mildred Narvaez and seconded by Richard Turner to accept the proposed changes to the voter instructions. Motioned carried 3-0.

**5. New Business:**

The vendor for the TSX Electronic voting units met with Mr. Kramer to review recommended changes to the instruction screens.

**6. Next Meeting:**

The next Spanish Language Advisory Committee is scheduled for Thursday, August 22, 6:00pm.

**7. Adjournment:** Motion to adjourn by Sheila Soptelean at 8:09pm, seconded by Mildred Narvaez, motion carried 3-0.

ATTEST:

  
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David Arredondo, Chairman

ATTEST:

  
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Rigoberto Reveron, Secretary