



**CUYAHOGA COUNTY
BOARD OF ELECTIONS**

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Member

Eben O. (Sandy) McNair, IV
Member

Deborah Sutherland
Member

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Pat McDonald
Deputy Director

Spanish- Language Advisory Board Minutes

September 17, 2012

5:00 PM

Eastman Library

11602 Lorain Avenue

Cleveland, Ohio 44111

Bilingual Election Program Coordinator:

Ivelisse Roig

Meeting Facilitator and Chairperson:

Magda Gómez

I. Attendance

Present:

Dennis Anderson
Ron Berger
Luis Cartagena

Pablo Castro III
Magda Gómez
Luis Gómez

Ivelisse Roig
Dharma Valentín

Not Present:

Marilyn Bagley
Yasin Cuevas
Carlos Chinchilla

Blanca Figueroa
Adrian Maldonado
Lorna McLain

Javier Morales-Ortíz

Welcome:

José Cajigas
Ruth Rubio-Pino

II. Review and Approval of the Minutes from July 23, 2012 meeting

The motion was moved by Luis Cartagena and seconded by Ron Berger. Minutes for July 23, 2012 meeting were approved.



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III. *Old Business & Updates:*

- **Bilingual Election Program Update:**

Bilingual Coordinator provided a brief description of the upcoming election. The election has 1,063 Precincts. The BC reported that the CCBOE do not know yet the total number of bilingual precincts until the voter registration list is submitted to the Department of Justice thirty (30) days prior to the election “The ballot includes 105 candidates, and 118 issues including 2 State issues. The ballot is almost complete and there are six (6) pages (front and back). The public viewing is scheduled for September 19, 2012. Sample ballots will be available on the Cuyahoga County Board of Elections’ website on both the Spanish and English pages.” Bilingual Coordinator also shared the concerns and challenges encountered during the translation process. Five (5) typos were found in the ballot language during the proofing process. Bilingual Coordinator briefly described the process “There are three (3) stages of the process: translation, editing, and proofing. I sent our translation requests to the translator, even though the translation company claims to have a quality control process, there were still syntax errors and language inconsistencies found. I worked directly with the translator in editing to guarantee these materials were complete, accurate and linguistically competent per Consent Decree requirements. After that process is completed, Francisco Santiago or Amanda Fatula and now Jose Cajigas will assist with the proofreading process.” Said the Bilingual Coordinator

Spanish Language Advisory Board Recommendation:

The Spanish Language Advisory Board indicated that it is important to provide the Bilingual Election Program with sufficient human resources to support translations throughout the proofing process for future elections. It was also mentioned by the Translation Subcommittee that they would like to review public notices and website information after the election to make suggestions as needed.

- **Bilingual Poll Workers**

Bilingual Coordinator reported that there were 61 bilingual precincts in Cuyahoga County for March 6, 2012 Primary Election. “It is expected for the November 6, 2012 Presidential General Election the number of bilingual precincts will increase. So far the CCBOE have offered two (2) new Bilingual Poll Worker sessions.” Said Bilingual Coordinator “It was reported by one of the Bilingual Poll Worker Recruiters that at one (1) of the sessions, four (4) out of five (5) Bilingual Poll Workers were dismissed by the trainer because they took more time than they were permitted for five (5) minute break. At the other session, three (3) out of eight (8) Bilingual Poll Workers failed. At the refresher session for returning Bilingual Poll Workers, one (1) out of ten (10) Bilingual Poll Workers failed. As of today, there are a total of fifteen (15) trained Bilingual Poll Workers.” Reported the Bilingual Coordinator

Spanish Language Advisory Board Recommendation:

The Spanish-Language Advisory Board expressed concerns regarding the short break; having only a five (5) minute break for a five (5) hour training. They would like to discuss potential solutions with the BOE to retain Bilingual Poll Workers during the training phase. The Advisory Board acknowledged that it is challenging to recruit quality Bilingual Poll Workers. They recommended, perhaps the inclusion of a cultural sensitivity training for trainers. “These circumstances could hurt recruitment efforts because the word of mouth is a very powerful source in the Hispanic Community.” Said Luis Gómez

Bilingual Program

2925 Euclid Avenue • Cleveland, Ohio 44115-2497 • (216) 443-3200

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IV. *New Business:*

- **“Tú Decides” Registration Drive Summary**

Spanish Language Advisory Board Chair Magda Gómez reported that the voter registration drive event was satisfactory; she received fifteen (15) voter registration cards at her assigned location. Other committee members reported to be unsuccessful due to logistic and organizational issues. Magda Gómez concluded her report by saying that the biggest accomplishment was having the churches willingness and cooperation by participating and opening their doors to conduct voter registration drives.

- **Registration deadline was Tuesday, October 9, 2012**

Luis Cartagena shared his idea for a “Last Change Voter Registration Rally” a community effort to register voters and promote early voting. He invited all members from the Spanish-Language Advisory Board. He indicated that the group will meet at the intersection of Clark and West 25th on October 6th 2012. (More details will be available soon. Dharma Valentín advised to call the Development Office to request permits.)

- **Election Day Spanish Hotline for Voters**

The Bilingual Coordinator stated the importance of promoting the Spanish-language hotline for Election Day. She emphasized that it is an excellent resource for our community and it’s important to support it. The BC said that Mike West, Media Specialist is writing the Media Advisory and it will be shared with the Spanish –Language Advisory Board as soon as completed.

V. *Subcommittees*

- *Bilingual Poll Workers Recruitment*

- **Identify qualified bilingual residents:**

Temporary Bilingual Poll Worker Recruiters Ruth Rubio Pino and José Cajigas were introduced to the Spanish Language Advisory Board. They shared their contact information and excitement about working with the Board of Elections and The Bilingual Coordinator in providing support to the Spanish LEP-Limited English Proficiency. Advisory Board Members re ensured that they will continue recommending poll worker officials.

- *Community Outreach and Voter Education*

Event Request Form: The Bilingual Coordinator explained the importance in checking *Spanish language assistance needed* when filling out an Event Request Form. She mentioned that The Board of Elections will not grant her participation in last minute events. Magda Gómez filled out one (1) request form for the Candidates and Issues night at the Sagrada Familia Church to ensure BOE’s attendance; this event will be on October 18, 2012 from 5:30pm to 8:30pm.

Events Calendar: The Bilingual Coordinator encouraged members to keep sending e-mails regarding upcoming events and thanked them for sharing Spanish-language materials with community partners and voters.

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VI. *Misc. News & Closing Remarks*

- Chairperson Magda Gómez and Co-Chair Pablo Castro stated that in accordance with the Consent Decree Agreement, they will formally write and provide a list of recommendations to the Board of Elections' Director and Board Members after evaluating the Bilingual Election Program. They would like to assist the Bilingual Coordinator and the Board of Elections in ensuring that the most effective means are utilized. The recommendations summary will address accuracy of translations, poll worker recruitment/ training and outreach efforts.
- Next meeting: December 3, 2012

*Meeting adjourned at 6:45p.m.