

**Spanish-Language Advisory Board Meeting Minutes**

September 19, 2011

5:00 p.m.

Cuyahoga County Board of Elections

**I. Introduction and Welcome**

**a) Present:**

Dennis Anderson	Pablo Castro III	Francisco Santiago
Marilyn Bagley	Blanca Figueroa	Ivelisse Roig
Ron Berger	Magda Gómez	Eric Vega
Yasin Cuevas	Lorna McLain	Priscilla Vidal

**b) Not Present:**

Carlos Chinchilla	Luis Gómez	Javier Morales-Ortíz
Luis Cartagena	Adrian Maldonado	Dharma Valentín

**II. Review & Approval of Minutes from 07/25/2011**

**a) Minutes were discussed by Magda Gómez.**

- i. Approval of the Spanish Advisory Board minutes from the July 25th, 2011 meeting.
  1. The motion was made by Pablo Castro III and seconded by Blanca Figueroa for the minutes' approval; there was no discussion.

**III. Old Business & Updates:**

**a) Town Hall Meeting:**

- i. The Board Chair, Magda Gómez explained the purpose of the Town Hall meeting.
  1. Magda Gómez stressed the fact that we don't have a large turnout of Latino voters in the county and it's important to raise awareness of this issue to the community. "This meeting is an opportunity to reach out to the Latino key leaders from different sectors in the community to help us spread the word to the Spanish speaking community, Gómez said.
  2. The purpose of the Town Hall Meeting is to convene key leaders in the Faith-Based, Social Service, Educational Institutions, Business, Media, etc. to talk about the important role they can play in helping to increase the Hispanic/Latino outreach and education to voters with Limited English Proficiency (LEP) in Cuyahoga County. The topics for discussions are: voter registration, bilingual poll worker recruitment, and how to access Spanish services at the Board of Elections for their clients, members, customers, and constituents.

3. The Advisory Board had a brainstorm session and it was decided that the meeting would not be more than one hour, and schedule the meeting before the registration deadline. The meeting tentative date is October 5, 2011 at 5:30-7:00 pm.
4. The board wants to hold the meeting in an accessible site and large enough to accommodate the crowd. Board members are going to contact organizations that have meeting space.
5. Potential locations are the following : Julia de Burgos Arts Center (Marilyn Bagley), Hispanic Youth Center (Pablo Castro III), and the May Dugan Center (Blanca Figueroa)
6. A planning committee has been organized for meeting logistics. The committee meeting is next Monday at 5pm at The May Dugan Center.

**b) Survey Project Discussion:**

- i. Professor Javier Morales was absent and the report was provided by Bilingual Coordinator, Ivelisse Roig.
  1. According to the summary provided by Professor Morales; Baldwin Wallace POL 240 class is undertaking the Survey Project. The survey will be in the field. Students are going to be interviewing Latino voters in selected neighborhoods in Cuyahoga County, primarily on the west side of Cleveland. The questions are going to be very simple. The questionnaire will ask the following questions: if they are registered voters, voting habits, and if they have had any difficulties accessing ballots. The Students will collect the data and create a dataset in Excel and SPSS to analyze.
  2. The group will generate a report of the results and they will present this project to the Spanish Advisory Board of the Cuyahoga County Board of Elections.
  3. The survey final version will be ready by 10/08/2011; survey implementation is going to be from 10/07-10/31/2011 and on Election Day 11/08. The analysis should be completed by 11/18, and Final reports are due on 11/28. The presentation will be schedule for the first week of December.

**c) Puerto Rican Festival Summary:**

- i. Volunteers from the Hispanic Civic Committee and from the Spanish-Language Advisory Board along with staff from the Board of Elections participated at The Puerto Rican festival.
  1. They were at the festival two days: Saturday and Sunday.
  2. 15 Registration cards were given and 14 were instantly returned. 3 Poll worker applications were distributed; we gave 158 bookmarks advertising all the services that are offered by the Board of Elections in Spanish.

**IV. New Business:**

**a) Poll Worker Subcommittee Report**

- i. Subcommittee Chair Blanca Figueroa provided a summary:
  1. Made an announcement about the need for Spanish speaking Poll Workers and hotline operators.
  2. Blanca Figueroa encouraged the Advisory Board members to make recommendations and to ask anyone who is interested to call 216-443-3277, or go to the web site for on line applications.

**b) Outreach Subcommittee Report**

- i. The Advisory Board Co-Chair and Outreach Committee Chair Pablo Castro III provided a summary:
  1. Pablo Castro III reminded the Board that Election Day is Nov. 8th 2011-polls open at 6:30 a.m. and close 7:30 p.m.
  2. Below are the voter deadlines provided by the Outreach Department:

Voter Deadlines

    - 09/21/2011 Vote by Mail application will be mailed (tentative)
    - 09/24/2011 - UOCAVA absentee ballots to be mailed
    - 10/04/2011 - Opening of Vote by Mail (Absentee) voting
    - 10/11/2011 - Close of registration
    - 11/04/2011 - 4:30 pm. Voting in person at Board of Election ends
    - 11/05/2011 12:00 noon - Deadline for applications by mail for an absentee ballot to be mailed
    - 11/07/2011 - All Vote by Mail / Absentee ballots mailed anywhere in the U.S. must be postmarked on or before this date and received at the Board of Elections on or before November 18, 2011 in order to be counted

- 11/08/2011 - 6:30 a.m. - 7:30 p.m. - Election Day - Provisional voting at the Board of Elections
- 11/08/2011 - All Vote by Mail / Absentee ballots returned in person must be received at the Board of Elections by 7:30 p.m. in order to be counted
- 11/08/2011 - All overseas Vote by Mail ballots must be postmarked on or before this date and received on or before November 18, 2011 in order to be counted.

**c) Vote by Mail:**

- i. Dennis Anderson, Manager of Community Outreach provided an update on the Vote by Mail campaign:
  1. Vote by Mail applications are available upon request, however the Board of Election website has now added an electronic application request in Spanish and English. Please visit our web site: [www.boe.cuyahogacounty.us](http://www.boe.cuyahogacounty.us) Voters can also request the application by calling the voter information hotline number 216-443-3298.
  2. The BOE are not sending the Vote by Mail application out pre-paid and automatically as in the past due to voting law changes.
  3. Encouragement was requested to share this information within the group partners and any email blast that could be provided for the community.
  4. Information on the Cuyahoga County and Cleveland Public Library Systems "Super Saturday Oct. 15th"; This is an event to distribute Vote by Mail Applications, Voters can complete and give the applications to the front service desk for the BOE.
  5. 46 branches total for CPL and The County Libraries are participating on this event. (As far as I know this was just at County library Branches, but I could be wrong.)

**V. Misc. News & Closing Remarks**

**a) Next meeting- to be announced**

Meeting adjourn  
6:15 PM