

COUNTY OF SHASTA ADMINISTRATIVE MANUAL		Number
		8-__
SECTION:	Miscellaneous	Manual Tally Selection Commission and Manual Election Recounts in Local Races
INITIAL ISSUE DATE:	March 28, 2023	
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PURPOSE

To establish a Manual Tally Selection Commission to which each member of the Board of Supervisors may appoint one commissioner and establish processes necessary to identify races and initiate a hand count/manual recount of selected races.

BACKGROUND

During the past few years, various members of the Board of Supervisors have sought to have more information to support the validity and accuracy of electronic voting systems used in local elections. This policy establishes a Manual Tally Selection Commission to assist in providing such information in accordance with the laws, statutes, and Election Codes of the United States of America and the State of California.

POLICY

The following policy has been developed to establish an Election Manual Tally Selection Commission, the procedures and ancillary processes of the Commission, and the role of the Shasta County Elections Department and the Registrar of Voters.

An Election Manual Tally Selection Commission is hereby established. The Election Manual Tally Selection Commission shall be composed of five members. Each member of the Board of Supervisors shall, within 45 days, select one voluntary member from their supervisorial district subject to confirmation by the Board of Supervisors and in accordance with the terms of this policy. Subsequent members shall be selected following any vacancy in the membership of the Election Manual Tally Selection Commission. In addition, unless otherwise specified, all appointments to the Commission shall expire at the end of the term of the appointing Supervisor or any subsequent and concurrent term. No member of the Election Manual Tally Commission may be a candidate in a contest in an election for which they have been selected to serve.

The Election Manual Tally Selection Commission shall hold a meeting no later than 5 days following the election prior to the declaration of election results by a governing body where it may select one contest for a manual tally. The meeting shall be conducted in accordance with the Brown Act (Government Code section 54950, et seq.). The Registrar of Voters shall randomly select one contest for a manual tally prior to the public meeting described in this policy and shall identify that contest to the Commission. An additional manual tally of an eligible contest may be selected by the Election Manual Tally Selection Commission in accordance with the provisions of this policy. If the Election Manual Tally Selection

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Commission fails to select an eligible contest, then only the one eligible contest, selected at random, shall be subject to a manual tally under this policy. The Election Manual Tally Selection Commission shall have no authority over the conduct of the manual tally process and the procedure for conducting such manual tallies shall be as provided in state law and regulations for the tally of votes.

This policy shall not apply to a special election. Once established, the Commission shall draft and adopt bylaws governing their conduct and operation.

RESPONSIBLE DEPARTMENTS

Clerk of the Board of Supervisors shall be responsible for administering oaths of office to appointees, generating public notices prior to Commission meetings, generating the Commission agenda, and recording official minutes of the Commission.

REFERENCES

BOS Policy Resolution No. 2023-XX—3/28/2023
Board Action 3/28/2023