



OPERATIONS ORDER

Voting Rights of Probationers and Youth in Custody

Purpose and Scope

The Department affirms the right of every eligible individual to register and vote in local, state and federal elections. It is the intent of the Department that policies and procedures do not unduly hinder the voting rights of any individual under our jurisdiction. Youth who are housed in our facilities may vote by absentee ballot, if they are eligible.

Affected Personnel

All staff

Authority

CA Elections Code Section 2101(a)

Effective Date

February 20, 2020

I. General

- A. Individuals who meet all of the following requirements are eligible to register and vote:
 - A citizen of the United States
 - A resident of California
 - At least 18 years of age at the time of the next election
 - Not in prison or on parole for the conviction of a felony
 - Not prohibited from voting by a court because of mental incompetency pursuant to Sections 2208-2211 of the CA Elections Code.
- B. A probationer who is eligible to register and vote may do so provided he or she is not also on parole for a felony conviction.
- C. Housing in the Youth Detention Facility (YDF) does not constitute 'in prison'
- D. YDF staff shall provide voting materials from the county Registrar of Voters to youth as specified below.

II. Youth Detention Facility Voting

- A. Orientation publications and procedures for youth shall include the following information:
- Eligibility requirements for registering to vote
 - Procedure for registering to vote
 - Procedure for obtaining and submitting an absentee ballot
- B. YDF shall develop and implement voting policy and procedures that are consistent with the following.
- C. YDF shall identify one staff position to function as the Voting Official who will coordinate absentee ballot voting procedures for the facility.
- D. Six weeks prior to an election the voting official shall post in each living unit, day room or common area – as appropriate – a notice advising eligible youth of their right to register and vote and the associated procedures.
- Voter registration forms and other voting materials can be obtained from the Registrar of Voters by calling their Outreach Coordinator at 875-6451 or 876-6688 (Spanish) or by e-mailing: voter-outreach@saccounty.net .
- E. The Voting Official shall ensure that Voter Registration forms are available to youth who wish to vote and are not already registered. The Voting Official or any staff member may assist youth in filling out the form.
- Youth should include their residence address and their current mailing address (YDF) on the registration form.
 - The form must be mailed to the Office of Voter Registration & Elections.
 - The Office of Voter Registration & Elections will mail a voter registration card to eligible voters within 7 to 14 days.
- F. Two weeks prior to an election, each facility Voting Official shall contact the Voter Services Manager via e-mail and request an absentee ballot application, which shall be returned via e-mail, duplicated and promptly made available to youth desiring to vote. The Voting Official or any staff member may assist youth in filling out the form.
- Any youth who is eligible to vote and wishes to vote must do so using an absentee ballot.
 - Absentee ballot applications are custom made for each election and are not available until approximately two weeks before an election.
 - Contact the Voter Services Manager at voterinfo@saccounty.net

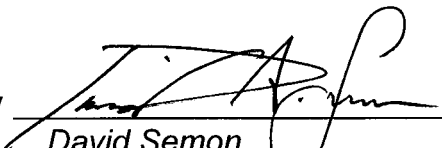
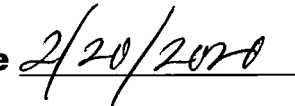
- G. Absentee ballots must be mailed in time to reach the Office of Voter Registration & Elections by 8:00 pm on the date of the election.
- H. Youth who vote according to this policy and procedure should be advised that, upon their release, they should submit a change of mailing address to the Office of Voter Registration & Elections.

Attachments

None

Amends/Replaces Previous Order

Voting Rights of Probationers, Wards and Detainees Policy and Procedure dated June 2006.

Authorized By  **Date** 
David Semon
Chief Deputy Probation Officer