



# King County

Department of Elections

Sherril Huff, Director

June 26, 2015

The Honorable Larry Phillips  
Chair, King County Council  
Room 1200  
C O U R T H O U S E

Dear Councilmember Phillips:

As required by Ordinance 17941, Section 34, Proviso 2, I am transmitting to the King County Council a report and motion approving the report, regarding the Department of Elections limited English proficiency outreach efforts. The report is due to Council by June 30, 2015.

The report and motion are submitted per Ordinance 17941, which included the following proviso:

SECTION 34. P2.

*Of this appropriation, \$250,000 shall not be expended or encumbered until the director of elections transmits four semiannual reports on the department's limited English proficiency outreach efforts and motions that approve each report and the motions are passed by the council. The motions shall reference the subject matter, the proviso's ordinance, ordinance section and proviso number in both the title and body of the motion. Upon transmittal of each report, \$62,500 shall be released for expenditure.*

*Each report shall include, but not be limited to, a description of the department's limited English proficiency outreach efforts detailed in section IV of the report Ordinance 17941 transmitted to the council by the department in June 2014 (2014-RPT0080) in response to Ordinance 17695, Section 33, Proviso P1, as well as goals and outcomes for each of those outreach efforts. The description shall include, but not be limited to, information on the department's progress relating to the implementation of the elections ambassador program, the development of an instruction brochure about voting and elections that has been translated into Tier 1 and 2 languages, the development of an online toolkit and the creation of a mock election program in primary and secondary schools.*

*The director of elections must file the four semiannual reports by June 30, 2015, December 31, 2015, June 30, 2016, and September 30, 2016, respectively, and the motions required by this proviso by those same dates, in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff, the policy staff director and the lead staff for the committee of the whole or its successor and the citizens' elections oversight committee.*

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The attached report details progress made up to the 2<sup>nd</sup> quarter of 2015, specifically related to the implementation of the elections ambassador program, the development of an instruction brochure about voting and elections that has been translated into Tier 1 and 2 languages, the development of an online toolkit and the creation of a mock election program in primary and secondary schools.

The attached motion and report are consistent with the King County Strategic Plan, Public Engagement goal to promote robust public engagement that informs, involves, and empowers people and communities.

It is estimated that this report required three hours of staff time to produce.

Thank you for your consideration of the attached report and motion. If you have any questions, please feel free to contact our office at 206-477-4140.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sherril Huff".

Sherril Huff  
Director of Elections

Enclosure

cc: King County Councilmembers  
ATTN: Carolyn Busch, Interim Chief of Staff  
Anne Noris, Clerk of the Council