



JAMES GASHEL
STATEWIDE ELECTIONS
ACCESSIBILITY NEEDS ADVISORY
COMMITTEE
CHAIR

**STATE OF HAWAII
STATEWIDE ELECTIONS ACCESSIBILITY NEEDS
ADVISORY COMMITTEE**

DRAFT MINUTES

**REGULAR MEETING OF THE
STATEWIDE ELECTIONS ACCESSIBILITY
NEEDS ADVISORY COMMITTEE**

April 23, 2026 @ 10:00 AM

Pursuant to Section 92-3.7, Hawaii Revised Statutes, the Statewide Elections Accessibility Needs Advisory Committee met remotely using interactive conference technology. The video of the meeting may be viewed on our website at: <https://elections.hawaii.gov/about-us/boards-and-commissions/elections-accessibility-needs-advisory-committee/>.

Committee Members in Attendance:

James Gashel, Chair
Lou Ann Blake, Vice Chair
Kathryn Keim
Sheryl Nelson

PROCEEDINGS

I. Call to order

The regular meeting of the Statewide Elections Accessibility Needs Advisory Committee was called to order by Vice Chair Gashel at 10:00 AM.

II. Roll call and determination of a quorum

All members of the Statewide Elections Accessibility Needs Advisory Committee were present at the meeting.

III. Approval of written minutes from the February 18, 2026 meeting

Committee Member Keim made a motion to approve the minutes for the meeting of February 18, 2026, which was seconded by Committee Member Blake, and approved by the Committee.

IV. Review of Report on Accessibility Impact of Voting by Mail

Raymund de Vega, Elections Specialist, Office of Elections (OE), presented the Report on Accessibility Impact of Voting by Mail. He explained that the report summarizes discussion and testimony from the Committee's December 10, 2025 and February 18, 2026 meetings, showing support of voting by mail.

Committee Members expressed strong support for the report and agreed it should be published separately from meeting minutes and posted prominently on the Office of Elections website. Additionally, the Committee discussed their recommendations for distribution, including that it be sent to legislators, election offices, and disability-related agencies and organizations.

V. Presentation on voting in Hawaii by Office of Elections

Mr. de Vega delivered a comprehensive presentation on Hawaii's voting process. The presentation covered voter registration requirements, the distinction between primary and general elections, the voting by mail process, ballot processing, and accessible voting options.

Donald Sakamoto asked how counties verify witness signatures for voters who cannot provide a traditional signature on mail ballots, especially when ballots are deposited in drop boxes. Mr. de Vega indicated that signature verification procedures are handled by the County Elections Divisions and advised Mr. Sakamoto to follow-up with the Honolulu Elections Division. Vice Chair Gashel noted that voters using the accessible electronic ballot are not required to provide a signature.

Additionally, Mr. Sakamoto reported that he experienced inconsistent audio levels on ballot marking devices during the 2024 Elections. Mr. de Vega confirmed the issue had been escalated to the vendor at that time, and that additional audio testing will be conducted to prevent the issue from occurring in the future. Mr. de Vega added that voters can adjust volume settings on the devices, and emphasized that the audio recordings, not the voting equipment, were the source of the issue.

Committee Members discussed broader questions about voter service centers, including the testing of ballot marking devices and the training of election workers at the locations.

The Office of Elections clarified that counties are responsible for training voter service center staff. Committee Members emphasized the need for counties to test accessible machines thoroughly, maintain spare equipment, and train workers on troubleshooting procedures.

VI. Discussion and decision making on appointing a new Committee Chair

Committee Member Blake made a motion to nominate Vice Chair Gashel for the Committee Chair position, which was seconded by Committee Member Keim, and approved by the Committee.

Committee Member Keim made a motion to nominate Committee Member Blake for the Vice Chair position, which was seconded by Committee Member Nelson, and approved by the Committee.

VII. Discuss and schedule statewide 2026 accessible voting outreach

Mr. Sakamoto provided testimony encouraging stronger collaboration between the Statewide Elections Accessibility Needs Advisory Committee (EANAC) and county-specific committees, including more outreach to Kauai, Maui, and Hawaii County.

Mr. de Vega reported that the Office of Elections had conducted 30 outreach events between 2025 and 2026, including presentations and Verity Touch Writer demonstrations for the Library for the Blind and Print Disabled, Hoopono Services for the Blind, SPIN Conference, Day at the Capitol, Blind Veterans Group, and other disability-focused organizations. He added that they will be participating in upcoming events, including the ATRC Resource Day, DOE Quarterly Transition Meeting, the annual White Cane and Vision Awareness Event, and will be conducting additional Verity Touch Writer demonstrations.

Committee Members suggested broadening outreach efforts before the primary and general elections by engaging statewide consumer groups, senior events, Neighbor Island disability organizations, and DOE programs that support students who are eligible for voter pre-registration. They also emphasized the value of in-person demonstrations with ballot marking devices and encouraged outreach to disability services centers at UH campuses. Committee Members agreed to share contact information for relevant organizations directly with OE staff, and asked that staff keep the Committee informed of upcoming outreach events so members can participate when available.

For 2027 planning, Chair Gashel emphasized the importance of preparing an

updated post-election accessibility survey in advance of Election Day, with the intention to review and finalize the survey at the next Committee meeting.

VIII. Set meeting schedule through the end of 2026

The Committee confirmed three meeting dates for the remainder of the year: June 24, September 30, and December 9. Additionally, the Committee agreed to hold the meetings virtually, and at 1:00 PM, to accommodate Committee Members' schedules and work demands for OE staff during the peak months of the election year.

Several Committee Members expressed interest in returning to in-person or hybrid meetings after the election cycle. Additionally, Chair Gashel suggested that all future agendas should include a standing item inviting public testimony on accessibility needs.

IX. Adjournment

Committee Member Nelson made a motion to adjourn the meeting, which was seconded by Committee Member Blake, and approved by the Committee at 11:30 AM.

To: Statewide Elections Accessibility Needs Advisory Committee

From: Office of Elections

Re: Status Report Relating to Recommendations Received by the Statewide Elections Accessibility Needs Advisory Committee

The following is a status update relating to discussion from the Statewide Elections Accessibility Needs Advisory Committee at the **April 23, 2026** meeting:

- **Distribution of Report on Accessibility Impact of Voting by Mail**
 - Per the Committee's request, the report was published to the EANAC page, prominently placed under "News and Announcements".
 - Additionally, the report has been distributed to the following:
 - Office of Elections
 - County Elections Divisions
 - Governor
 - All legislators
 - Elections Commission
 - DCAB
 - DD Council
 - DD Division
 - Hawaii Disability Law Center
 - Civil Rights Commission
 - Statewide Independent Living Council
 - Statewide Rehabilitation Council
 - Centers for Independent Living

 - **Voter Education and Outreach**
 - Since the Committee's last meeting, the Office of Elections has conducted accessibility-focused outreach with the following:
 - Assistive Technology Resource Center of Hawaii
 - Developmental Disability Division
 - Hawaii Clubhouse Coalition Advocacy
 - Hoopono Services for the Blind
 - National Federation of the Blind – Honolulu
 - Outreach includes presentations on accessible voting options, tabling at community events, and providing voters demonstrations of using the ballot marking device used at voter service centers.
 - OE has continued to release new accessibility-focused resources and materials, including covering accessibility through our monthly newsletter. Additionally, we recently collaborated with the Special Parent Information Network (SPIN), to create an accessibility flyer that was distributed at recent events and continues to be circulated online.
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The following is a status update relating to discussion from the Statewide Elections Accessibility Needs Advisory Committee at the **May 20, 2025** meeting:

- **Voting Statistics for Voters with Accessibility Needs**

- Per Chair Morrissey’s request, provided below are voting statistics from the 2024 Elections provided by the County Elections Divisions. The table combines the previously reported data.

	Hawaii		Maui		Kauai		C&C of Honolulu	
	Primary	General	Primary	General	Primary	General	Primary	General
Requested an electronic ballot	83	178	No data	190	0	63	693	901
Voted via an electronic ballot	16	82	4	38	0	5	20	109
Voted via a mail ballot	0	6	No data	No data	7	32	177	516
Voted at a voter service center	2	18	No data	No data	0	4	7	53

- **Request for Voter Contact Information**

- Chair Morrissey instructed OE to relay the Committee’s following request: For the County Elections Divisions to email voters who have requested an accessible electronic ballot, asking if the voters would be willing to share their contact information with the Committee for outreach purposes. Per Chair Morrissey’s request, OE relayed the request to the counties. OE did not receive interest from the counties in participating.
- Should the Committee conduct future surveys, OE recommends including a field for participants to provide their contact information for the Committee’s use.

- **Accessibility Information and Candidate Filing**

- Per the Committee’s recommendations that OE increase awareness of accessible voting options and increase visibility of the EANAC during interactions with candidates, OE has made additions to the Candidate Manual.
- The manual will now include a “Voter Accessibility and Assistance” section that informs candidates about accessible voting options and provides information about the Committee and their duties.

- The manual is published online and available to all candidates at the start of the Candidate Filing period beginning on February 2, 2026. OE will share the manual with the Committee once finalized.

The following is a status update relating to discussion from the Statewide Elections Accessibility Needs Advisory Committee at the **December 19, 2024** meeting:

- **Voting Statistics for Voters with Accessibility Needs**

- Per Committee Member Keim’s request, provided below are voting statistics from the 2024 Elections provided by the County Elections Divisions.

	Hawaii		Maui		Kauai		C&C of Honolulu	
	Primary	General	Primary	General	Primary	General	Primary	General
Requested an electronic ballot	83	178	No data	190	0	63	693	901
Voted via an electronic ballot	16	82	4	38	0	5	20	109

- **Committee Vacancy Announcement**

- In January, OE sent the Committee Vacancy Announcement to their disability partner organizations, the County Elections Divisions, and the County Elections Accessibility Needs Advisory Committees.
- The Committee Vacancy Announcement was posted to [OE’s homepage](#) and the [EANAC page](#).

- **Accessibility Survey**

- OE created the survey using SurveyMonkey, and it can be found here: <https://www.surveymonkey.com/r/TJ566BL>. The survey is available in English, Chinese, Hawaiian, Ilocano, and Tagalog, which you can select from the drop-down menu on the landing page.
- In January, the survey was posted on [OE’s homepage](#), under “News and Announcements”, and to the [EANAC page](#), also under “News and Announcements”.
- OE sent the survey to its disability partner organizations, requesting that they share it further with their networks.
- All counties agreed to send the survey to their respective lists of voters who have requested to receive an accessible electronic ballot. Hawaii,

Maui, and Honolulu have sent out the survey. The timeline for Kauai is pending.

- **Accessible Electronic Ballot**

- The demonstration ballot has been updated for the 2026 Elections. Voters can find the link and login information to access the demonstration ballot by visiting the [Voter Accessibility](#) page.
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The following is a status update relating to discussion from the Statewide Elections Accessibility Needs Advisory Committee at the **October 10, 2024** meeting:

- **Accessible Electronic Ballots**

- Vice Chair Gashel asked OE to identify whether the accessible electronic ballot system, Enhanced Voting, captures the number of people that attempted to use the electronic ballot and gave up. We have confirmed that login attempts are not tracked.

- **Election Hotline Tally**

- OE has continued to track the number of calls with subject matter relating to accessibility. Provided are the totals from the last meeting (October 10, 2024) to date:
 - Receiving assistance with the mail ballot: 77 calls
 - Voting via an accessible electronic ballot: 25 calls
 - Voting via a ballot marking device at a voter service center: 14 calls
-

The following is a status update relating to discussion from the Statewide Election Accessibility Needs Advisory Committee at the **June 20, 2024** meeting:

- **Accessible Electronic Ballots**

- The demonstration ballot has been updated to allow voters to preview the ballot return options and practice the ballot return process. The demonstration ballot previously focused solely on allowing users to practice how to mark and review the electronic ballot.
- The demonstration ballot landing page has been updated with a link to OE's "Voter Accessibility" page to provide more information about accessible voting options. The landing page previously had information on requesting an absentee ballot.
- See link to the demonstration ballot: [Hawaii Accessible Electronic Ballot System](#)

- **Voting Accessibility Page**
 - The “Voters Requiring Assistance” page has been renamed to “Voter Accessibility”. A link to the page is prominently displayed on OE’s homepage, elections.hawaii.gov, as a featured button.
 - See link to the Voter Accessibility page: [Voter Accessibility](#)

 - **Elections Accessibility Needs Advisory Committee Page**
 - A link to the Americans with Disabilities Act has been added to the “Additional Resources” section as requested by Vice Chair Gashel.
 - See link to the Election Accessibility Needs Advisory Committee page: [Statewide Elections Accessibility Needs Advisory Committee](#)

 - **Tipsheet for Election Workers at Voter Service Centers**
 - The “Tips for Election Workers – How to Assist Voters with Disabilities” tipsheet was finalized by OE and shared with the respective County Clerks and County Election Administrators ahead of the 2024 Primary Election.
 - The tipsheet was published to the EANAC page, under the “Additional Resources” section.

 - **Election Hotline Tally**
 - At the request of Vice Chair Gashel, OE has tracked the number of calls with subject matter relating to accessibility. Provided are the totals from the Primary Election to date:
 - Receiving assistance with the mail ballot: 45 calls
 - Voting via an accessible electronic ballot: 10 calls
 - Voting via a ballot marking device at a voter service center: 3 calls
-

The following is an update on the recommendations provided to OE regarding accessible voting:

- Enhanced Voting is focused on the live voting system for the Primary Election which includes updating the specific voting return options for accessible voters, UOCAVA voters, and 5-day voters.

- Enhanced Voting is addressing updates to the demonstration ballot which the public can use for practice with voting on an accessible electronic ballot. As part of the update, they are working on including the ability to practice returning a ballot within the Enhanced Voting system.

- The Committee recommended that OE consider options to provide free/reduced rides to voter service centers. To gather background of the feasibility of this effort, OE reached out to the City and County of Honolulu’s Department of

Transportation Services to inquire about waiving the bus fare for voters traveling to voter service centers. Their office shared that the process would need approval from the Honolulu City Council and that there is not sufficient time to go through the process.

In order to anticipate the transportation needs of voters heading into the Primary and General Elections, OE has begun compiling a list of groups/agencies that may offer transportation assistance to individuals with accessibility needs. This resource will be shared with OE staff and hotline operators to share with the public requesting help via email or phone.

The following is a status update relating to recommendations to OE relating to accessible voting:

- OE is currently drafting language on instructions for voting and returning an electronic ballot. The instructions will be added to the electronic ballot delivery system portal.

The following is a status update relating to discussion from the Statewide Election Accessibility Needs Advisory Committee at the **January 15, 2024** meeting:

- The committee provided the following recommendations to OE as it relates to accessible voting:
 - Recommend that the electronic ballot be compatible with braille refreshable display devices.
 - OE confirmed with Enhanced Voting, vendor of the electronic ballot delivery system, that the electronic ballot is compatible with assistive technology such as screen readers and refreshable braille displays.

The following is a status update relating to discussions from the Statewide Election Accessibility Needs Advisory Committee at the **November 14, 2023** meeting:

- Enhanced Voting
 - Enhanced Voting and OE completed a demonstration ballot for the public to utilize practicing to mark the ballot. The demonstration ballot will be posted on the Office of Elections' website at elections.hawaii.gov.

The following is a status update relating to discussions from the Statewide Election Accessibility Needs Advisory Committee at the **October 3, 2023** meeting:

- Outreach

The Office of Elections have secured voter education presentations and resource tabling with the following organizations:

- United Self Help
- Hawaii Youth Challenge Academy
- Active Senior Fair
- White Cane Walk and Vision Awareness
- Hope Services Hawaii
- East Hawaii Disability Forum
- Long-Term Care Ombudsman Program
- DOE Transition Coordinator quarterly meeting
- Access To Independence
- Access To Independence Youth

OE recently disseminated its first e-newsletter for the 2024 Elections to various groups and organizations. A link to subscribe to the Office of Elections' e-newsletter has been added to the Elections Accessibility Needs Advisory Committee webpage.

- Election laws referencing "voter with special needs"

The committee requested that OE review the election laws and identify statutes that include the term "voter with special needs" and look into amending the term to "voter with accessibility needs".

In reviewing the state capitol's website, which provides the text of all state statutes, OE identified HRS §§ 11-10.5, 11-10.6, 11-107, and 15-5 as referencing the term "voter with special needs."

Of these statutes, HRS §§ 11-10.5 and 11-10.6, were changed to "voter with special needs" with the passage of Act 14, SLH 2023. The website is expected to be updated by the end of the year by the Revisor of Statutes with the updated language.

In regard to the remaining statutes, HRS §§ 11-107 and 15-5, they use the term "voter with special needs" to refer not only to voters who may have a disability but also to voters who have circumstances that would not otherwise allow them

to receive and return a ballot by mail in a timely manner (e.g. a military, overseas, or similar voter who is out of the state). These voters are permitted to receive and return their ballot by electronic transmission. Given that these statutes are not solely specific to accessibility and there could be unforeseen consequences from amending them, we do not plan on submitting a bill regarding them.

The following is a status update relating to discussions from the Statewide Election Accessibility Needs Advisory Committee at the **September 5, 2023** meeting:

- The committee recommended the Office of Elections to look at ways to streamline the ballot return process.

The Office of Elections is working with Enhanced Voting to streamline the electronic ballot delivery and return processes.

Receiving the electronic ballot – The voter will receive an email from their County Elections Division with instructions on how to access their electronic ballot using a link that will direct the voter to an online ballot delivery and return portal. The voter logs into the portal using credentials associated with their voter registration.

Marking the electronic ballot – Once the voter is logged on to the portal, the voter may choose to mark their ballot within the portal or mark offline using their own compatible device.

Returning the electronic ballot – After voting the ballot, the voter has the option to return their voted ballot through the portal. The voter will still have the option to return their voted ballot via email, mail or fax.

Demonstration HTML Ballot and Portal – The vendor is finalizing the HTML demonstration ballot that will be available to the public and incorporated within the office's voter education efforts.

The Office of Elections is targeting to test the system in the coming weeks to review the workflow. The Office of Elections will continue to keep the committee apprised on its progress.

The following is a status update relating to discussions from the Statewide Election Accessibility Needs Advisory Committee at the **May 23, 2023** meeting:

- The committee recommended the Office of Elections to look at ways to streamline the ballot return process.

The Office of Elections is working with Enhanced Voting to streamline the electronic ballot delivery and return processes.

Receiving the electronic ballot – The voter will receive an email from their County Elections Division with instructions on how to access their electronic ballot using a link that will direct the voter to an online ballot delivery and return portal. The voter logs into the portal using credentials associated with their voter registration.

Marking the electronic ballot – Once the voter is logged on to the portal, the voter may choose to mark their ballot within the portal or mark offline using their own compatible device.

Returning the electronic ballot – After voting the ballot, the voter has the option to return their voted ballot through the portal. The voter will still have the option to return their voted ballot via email, mail or fax.

Demonstration HTML Ballot and Portal – The vendor is finalizing the HTML demonstration ballot that will be available to the public and incorporated within the office's voter education efforts.

The Office of Elections is targeting to test the system in the coming weeks to review the workflow. The Office of Elections will continue to keep the committee apprised on its progress.

The following is a status update relating to discussions from the Statewide Election Accessibility Needs Advisory Committee at the **February 15, 2023** meeting:

- Legislation relating to the Statewide Voters with Special Needs Advisory Committee.

Senate Bill 179 passed through the Legislature and has been enacted as Act 14 renaming the committee to the Statewide Elections Accessibility Needs Advisory Committee. Likewise, the name change also applies to the county committees renaming them to County Elections Accessibility Needs Advisory Committees.

The webpage has been updated with the new name.

The committee requested assistance from the Office of Elections to inquire with the County Elections Divisions regarding the number of alternate format ballot (AFB) voters.

There are about 300 voters that have requested to receive an AFB ballot statewide.

The committee requested for the Office of Elections to arrange for a representative who manages the electronic ballot process to attend a future meeting

The Office of Elections has arranged a meeting on May 19 with James Gashel and an Office of Election staff who manages the electronic ballot process.

The following is a status update relating to discussions from the Statewide Voters with Special Needs Advisory Committee meeting on **December 7, 2022**.

- The committee requested assistance from the Office of Elections to disseminate the committee's 2022 Elections Voter Experience Survey.

The Office of Elections assisted in the dissemination of the 2022 Elections Voter Experience Survey to state departments, county agencies, organizations that work directly with persons with disabilities and special needs, and media. The following confirmed dissemination of the survey within their network via avenues such as newsletters and social media platforms.

- Hawaii State DD Council
 - SPIN Network
 - DVR/DHS service for the Blind
 - Access To Independence
 - Aloha Independent Living Hawaii
 - Hawaii Club House network
 - Hawaii SAAC Network
 - Lanakila Multi-purpose Senior center
 - Oahu Veterans Center
 - Maui Economic Opportunity Senior Group
- The committee requested assistance in drafting a bill to be submitted to the Legislature to consider amending the committee name from Special Needs Advisory Committee to the Statewide Voters Elections Accessibility Advisory Committee. Likewise, the bill also includes a request to amend the committee names for all four counties for consistency.

The Office of Elections drafted a bill that has since been introduced by both legislative bodies, House Bill 131 and Senate Bill 179.

- The committee agreed to have written meeting minutes to replace written summaries as its official record of meetings.

The Office of Elections will provide assistance in drafting minutes to serve as the committee's official record of meetings. The minutes from the December 7, 2022 meeting were forwarded to committee members for review and for approval at the February 15, 2023 meeting. Approved minutes will be posted to the Statewide Voters with Special Needs Advisory Committee webpage and the Office of Elections will keep on file all written minutes on behalf of the committee.

Statewide Elections Accessibility Needs Advisory Committee Post-Election Survey

Survey Title:

Experiences of Voters with Disabilities

Introduction:

In 2021, the Hawaii State Legislature passed legislation to create the Statewide Voters with Election Accessibility Needs Advisory Committee and a committee in every county in Hawaii. The statewide committee, in collaboration with the county committees, intends to conduct a survey of voters with accessibility needs. We define such an individual as an individual with a disability, who has a physical or mental impairment which affects the individual in registering to vote and/or in casting a ballot privately and independently whether by mail or at a voter service center.

This survey will help committee members at all levels learn about the experiences voters with disabilities have had in the last election and things they would like to see changed, so they can vote more easily in future Hawaii elections. Please take a few minutes to read the survey and give your answers. We would like the survey to be completed by people with disabilities. Please share with all those you know about disabilities who are of voting age, 18. We have one goal and that is to help the Office of Elections of the State of Hawaii do the best job to ensure accessibility to voters with disabilities in all future elections.

Questions:

1. Which county do you reside?
 - A. County of Hawaii
 - B. County of Maui
 - C. County of Kauai
 - D. City and County of Honolulu

2. Did you vote in either the August 10, 2024 Primary Election or the November 5, 2024 General Election in Hawaii?
 - A. Yes
 - B. No

3. If you did not vote, was it due to your disability?
 - A. Yes
 - B. No

4. If yes, what was the reason or reasons? Select all that apply.
 - A. I needed help to register to vote

- B. I did not receive a ballot in the mail
 - C. I wanted to vote in person, but could not get a ride to the voter service center
 - D. I could not read the ballot
 - E. I had no one to help me fill out the ballot
 - F. I could not mail the ballot
 - G. Other (please specify)
5. Choose the option listed below that best describes the method you used to vote in the 2024 Elections.
- A. I voted by mail
 - B. I voted in person at a voter service center with an accessible ballot marking device
 - C. I voted in person at a voter service center with another person to mark my ballot
 - D. I voted through an accessible electronic ballot using my computer or smart device
 - E. Other (please specify)
6. In preparation for casting your vote in future elections, what kind of help would you like? Make as many choices as you would like.
- A. Help with registering to vote
 - B. Transportation
 - C. Getting information about candidates
 - D. Learning more about the ways I may vote
 - E. Reading the ballot
 - F. Filling out the ballot
 - G. Submitting the ballot
 - H. Confirming that my ballot has been received and counted
 - I. Other (please specify)

Closing:

Thank you for completing the survey. If you would like to know more about the Statewide Elections Accessibility Needs Advisory Committee, go to this link:

<https://elections.hawaii.gov/about-us/boards-and-commissions/elections-accessibility-needs-advisory-committee/>.

TIPS FOR ELECTION WORKERS:

How to Assist Voters with Disabilities

Prepared by the Statewide Elections Accessibility Needs Advisory Committee for the State of Hawaii Office of Elections and County Elections Divisions

Introduction: We know that most registered voters with disabilities, like other voters, will vote by mail or online from the convenience of their home or office. However, some voters with disabilities will choose to vote at a Voter Service Center. We also know that those working at Voter Service Centers will be trained in procedures and policies by the County Elections Divisions. This flyer is to assist these individuals in helping voters with disabilities who come to vote at Voter Service Centers. It includes practical tips for successfully engaging with individuals with disabilities and practical tips on making Voter Service Centers fully accessible to voters with disabilities. It is not comprehensive, but does address steps that can be taken in advance of voting and how to interact with people with varied disabilities when they come to vote, so the voting experience is safe, simple, efficient, and satisfying. Any worker, who encounters something they do not know how to address, can find a person and number to call on the back of this flyer.

Most Important Point: If you see an individual with a

disability, DON'T ASSUME ANYTHING. Offer assistance, and if the person says "yes" to the offer, ask HOW you may help them.

Curbside/Drive-Thru Voting:

Allow curbside or drive-thru voting.

Long Lines: When you see a person with a mobility or vision disability using a walker, wheelchair, scooter, or cane, offer to escort them to the front of the line, but do not insist.

Drop Off Location: Arrange for the drop off location to be curb-free or have a ramp.

Entrance to Voter Service

Center: Pathway should be free of obstacles, at least 36 inches wide, step free, zero-degree threshold, and have someone available to open the door if the door cannot be automatically opened with a push button.

Signage and Orientation: Have easily readable signs for check-in, voting, questions, and restrooms as well as someone available to tell someone where check-in, voting, and restrooms are and to answer other questions. If asked, escort the person to the desired location.

Number and Label the Areas Associated with Voting in

Person: By numbering and labeling the steps associated with voting in person an individual will know what order to follow.

Orientation to Ballot: If requested, have someone available to share a sample ballot and indicate marking options.

Demonstration of How to Use a Voting Machine with and without Accessible Features:

Have someone available to show how to use voting machines.

Hard Copies of Ballots: If requested, give a voter a hard copy of the ballot he/she completed. It could be a screenshot on the person's smart phone.

Disability-Specific Suggestions.

Hearing: If a person can't hear and has a smart phone, ask if it may be used to communicate or use a pad of paper and pen to communicate.

Vision: Have someone available to guide the person to a desired spot. Ask how to assist in guiding the person.

Mobility: Have available places to sit and to write. Spaces approaching and around voting machines should accommodate wheelchairs and scooters, provide privacy, and allow a seated person to reach machine controls.

Understanding: Allow a person who wants it, to have a person of his/her choice assist them in using a voting machine.

Handouts and Wall Posters:

Have handouts that explain in plain English the meaning of ballot amendments; have a handout that numbers the steps connected to voting in person. Post a large version of this sequence on a wall. Have pictures, names, and party of candidates in handouts and posted on walls.

Support Animals and Guide Dogs:

Let them accompany their owner throughout the voting experience. Do not interact with them. They are working animals not pets.

Ensuring Independence and Privacy:

The keys to a successful voting experience are independence and privacy. How these will occur will be determined by the individual voter.

Avoid Physical Barriers: Provide clear pathways that are at least 36 inches wide, and places to turn around easily in a wheelchair or scooter.

- Have spaces for check-in that are standard table height and could allow a person to sit.
- Have sturdy tables with chairs where a person may read or write.
- Have chairs with arms that do not tip over easily.
- Have available clipboards and pens.
- Have good lighting.
- Have non-slip, even flooring.

- Have all print material in audio form and Braille.
- Have floating volunteers who can secure paper when someone needs to write, give directions, or answer questions.

Who to Contact if You Have a Question:**County Elections Divisions****County of Hawaii**

(808) 961-8277

County of Maui

(808) 270-7749

County of Kauai

(808) 241-4800

City and County of Honolulu

(808) 768-3800

State of Hawaii, Office of**Elections**

(808) 453-8683

AS A WORKER AT A VOTER SERVICE CENTER, YOU WILL BE SUCCESSFUL WHEN ASSISTING VOTERS WITH DISABILITIES IF YOU USE YOUR COMMON SENSE AND BE OPEN TO SUGGESTIONS FROM THESE VOTERS.