

**SONOMA COUNTY PROBATION DEPARTMENT**  
**JUVENILE HALL POLICY & PROCEDURES MANUAL**

SECTION:  
*Juvenile Rights*

SUBJECT:  
*Access to Voter Registration*

PAGE:  
*1 of 2*

IDENTIFIER:  
*3.6.6*

### **POLICY STATEMENT**

It is the policy of Sonoma County Juvenile Hall to identify and assist eligible residents with voter registration pursuant to Section 2105.7 of the California Elections Code.

### **PROCEDURES**

#### **1. GENERAL INFORMATION**

- A. Eligible residents must meet the following requirements:
  - i. Be a citizen of the United States of America.
  - ii. Be a resident of the State of California.
  - iii. Be at least 18 years of age on or before Election Day.
  - iv. Not be found mentally incompetent by a court of law.
- B. California residents must be registered to vote at least 15 days before Election Day. For this date and other important deadlines, go to the [Secretary of State website](#)
- C. Once registered to vote, the resident is eligible to vote in all state and local elections.
- D. The resident will not need to register to vote again unless they move to a new address, change their name, or change their political party preference.
- E. The resident must use their home or permanent address when registering. A detention facility does not qualify as a permanent address.

#### **2. ASSISTING A RESIDENT WITH REGISTRATION**

- A. Identify eligible residents who meet the above criteria for registering to vote.
- B. Provide a voter registration card to eligible residents to complete.
  - i. If the resident prefers, they may complete the registration online on the [Secretary of State website](#).
- C. Assist each eligible resident in completing the voter registration card or online registration, unless the resident declines assistance.
- D. Accept the completed voter registration card, and mail it to the Sonoma County Registrar of Voters.
  - i. A Resident from another county shall also be eligible to register utilizing the process listed above. The completed voter registration card will be mailed to the Registrar of Voters for the resident's home county.

#### **3. MAIL-IN BALLOTS**

- A. The mail-in ballot shall be delivered to the resident's home or permanent address.

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- B. The resident must make arrangements to have the sealed ballot delivered to them at Juvenile Hall.
  - i. Intake staff will deliver the ballot to the resident pursuant to policy 3.6.3 "Mail".
- C. The resident will be allowed to utilize a pen to correctly fill in their ballot.
  - i. Staff will remain nearby while the resident completes the ballot. The resident shall return the pen upon completing the ballot.
- D. Once the ballot is completed by the resident, they will immediately seal the envelope and give it to staff for mailing. Staff will route the envelope to the Administrative Secretary to be sent out with the outgoing mail the next business day.
  - i. Voting may only be completed via mail-in ballot while a resident in a detention facility.

**REPLACEMENT HISTORY**

APPROVED BY:

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DAVID M. KOCH, Chief Probation Officer

**REFERENCES**

- California Elections Code ELEC § 2101(a); 2105.7
- California Proposition 17, November 3, 2020