



Oregon Secretary of State Translation Advisory Council Meeting

Meeting Date/Time: January 9, 2025, 6 PM – 8 PM

Online, Microsoft Teams Meeting

Facilitators: Magda Bejarano, Chair;

Catalina Frank, Vice Chair

Attendees	
Council Members	
Name	Council Position
Aida Taracena	Translator, Spanish
Catalina Frank	Translator, Spanish (Vice-Chair)
David Jones	Translator, Tagalog
Fleur Prade	At-Large, French
Li Gui	Translator, Simplified Chinese
Lihong Zheng	Translator, Simplified Chinese
Lowell Alik	Translator, Marshallese
Magda Bejarano	At-Large, Spanish (Chair)
Mira Wymer	Translator, Korean
Nasirullah Safi	Translator, Farsi
Natsha Emery	At-Large, Russian
Phearom Phouk	Translator, Khmer
Polina Sergeev	At-Large, Russian
Qi Richmond	Translator, Traditional Chinese
Renee Liu	At-Large, Simplified Chinese
Rhania Bensafina	Translator, French
Suad Mohamed	Translator, Somali
Sutapa Svetamani	Translator, Thai
Sydney Taggart	Translator, Korean
Tamara Burkovskaia	Translator, Russian
Tatiana Terdal	Translator, Ukrainian
Tetyana Horner	Translator, Ukrainian
Trinh Nguyen	Translator, Vietnamese
Tsering Sherpa	Translator, Nepali
Absent	
Chantal Portillo	Translator, Spanish
Eman Abbas	At-Large, Arabic
Hanae Kaneko	Translator, Japanese
Hoang Hua	Translator, Vietnamese
Loie Feuerle	Translator, German
Katerina Ingraham	Translator, Russian
Kiyoony Lee	Translator, Korean
May Saechao	Translator, Lu Mien
Meng-Lun Chen-Pinkham	Translator, Traditional Chinese
Sahar Bassyouni	Translator, Arabic



Seong Yun Kim	Translator, Korean
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Secretary of State Staff	
Kelly Mills	Translation Policy Program Manager, Elections
Melissa Maebori	Program Analyst, Elections
Michael Kaplan	Deputy Secretary of State, Secretary of State Office

Guests	
Scotty Sherington	Multnomah County, Voter Education and Outreach
Ivan Garcia	Multnomah County, Voter Education and Outreach

Members of the public: 1

Agenda Topics, Highlights, & Outcomes	
Topic	Welcome, Agenda and Housekeeping
Agenda and Housekeeping	The Chair called the meeting to order at 6:01 PM. She welcomed all attendees and reviewed housekeeping items and the agenda.
Topic	Update from the Secretary's Office
Update from the Secretary's Office, Deputy Secretary of State, Michael Kaplan	The Chair introduced Michael Kaplan, Deputy Secretary of State who shared the priorities for the Secretary leadership during this term.
Topic	Approval of Minutes
Approval of January 9, 2025 Minutes	The Chair confirmed a quorum of members was present. No amendments to the minutes were requested. David Jones made the motion to approve the minutes, and Fleur Prade seconded the motion to approve the minutes. A quorum of members voted 'yes' to approve the minutes' verbally or in the TEAMS Chat. There were no votes in opposition. The motion passed.
Topic	Introduction of New Members
Welcome, New TAC Members	The Chair welcomed new TAC Members and provided an opportunity for those present to say hello and why they were motivated to join the Council. The following new members addressed the Council: • Li Gui, Simplified & Traditional Chinese • Tsering Sherpa, Nepali • Suad Mohamed, Somali • Rebecca Phouk, Khmer • Nasirullah Safi, Farsi



	• Qi Richmond, Traditional Chinese
Topic	SoS Elections Division Staff Report
SoS Elections Division Staff Report Legislative Session 2025 and Impact of SB 1533	Kelly Mills provided a report from the Elections Office. In preparing for the 2025 Legislative Session, she offered an overview of a SoS Policy Option Package to permanently fund the Policy Analyst 3 position, reclassify the Administrative Analyst 2 position, and incorporate eligibility for TAC members who are public employees to receive SoS Volunteer Stipends. Supporting data included a comparison of the 2021 Legislative Fiscal Estimates for HB3021 with actual 2022-2024 numbers, including the number of languages, Council members appointed, county ballot measures, annual county information, State Voters' Pamphlet number of words, and translations submitted by candidates and argument filers. The reported impacts of SB 1533 (2024) include the expansion of the list of languages by 6 in 2025, an increase in the number of Council members, and an increase in the total number of published, translated Voters' Pamphlets.
Topic	Engagement Survey Results
Overview of 2024 Engagement Survey Results	Melissa Maebori provided an overview of the engagement survey results. Twenty (20) people responded to the survey. New Members: Found training resources and onboarding useful and they feel confident in providing translation reviews. Additional resource ideas include mentorship, group discussions, samples of reviewer's work, help with Workday, and additional glossaries. All Members: Are not confident that their community members are aware of the existence of translated Voters' Pamphlets on the SoS webpages. They rated the amount of materials assigned to them for reviews to be reasonable. The top 3 personal benefits of participation in the Council are service to their community, connections with peers, and linguistic knowledge.
Topic	Break
Topic	Guest Speakers: Multnomah County Voter Education and Outreach Team
Guest Speakers: Scotty Sherington & Iván García	Scotty Sherington and Iván García joined the meeting to present their outreach work in the Multnomah County Voter Education Outreach (VEO) program that was established in 2015.



	Their presentation touched on how they built the program, an analysis of their V.O.T.E. Map, a typical day in the life of working for the program, and their key initiatives. They also talked about the policy on language access in Multnomah County. Members were encouraged to reach out to Scotty and Iván via email: ivan.garcia@multco.us, scotty.sherington@multco.us
Topic	Breakout Rooms
15-minute breakout rooms to reflect on Multnomah County's presentation	All attendees spent 15 minutes in small groups to reflect on the presentation from Multnomah County VEO Program. The questions for discussion were "What inspired you by the presentation?" and "What would you like election officials to know about engaging with your community?" The group came back after 15 minutes to share reflections with the whole group. Detailed follow-up comments and questions will be provided to Multnomah County staff. A summary of comments included: Multnomah County's outreach is inspiring; there are different ways to effectively reach and engage various communities; ensuring our communities' voters are informed and engaged can be accomplished through activities such as voter guide gatherings; closing the gap through information in one's primary language is critical; the Multnomah demographic map was eye-opening; having budgets for outreach teams on this work is ideal, but not practical for all counties; outreach work must build trust; additional forms of media are helpful vs. voter education tools only available in print.
Topic	Announcements & Closing Items
Stipends & Training	There will not be any March 2025 Special Election voters' pamphlets to review. The following are important review dates for the May 2025 Special Election: January 28-February 3rd; February 25-March 3; April 8-11, 2025. The Vice Chair explained the importance of providing feedback about the meeting and provided a link to a Post-Meeting Evaluation Survey. She asked members to complete the survey immediately or as soon as possible after the meeting. The Chair reminded members of the need to engage, communicate, respond to communications, and participate, in accordance with the Council Bylaws.



Topic	Adjourn
Adjourn	Meeting adjourned at 8:09 p.m.

Meeting Handouts
No, meeting handouts