

**Citizens Election Oversight Committee
October 14, 2015**

MINUTES

Members Present: Ellen Hansen, Paul Berry, Chuck Gerringer, Bruce Huang, Sheryl Moss, Monica Tracey, Emily Willoughby

Elections Staff: Sherril Huff, Kim van Ekstrom, Dale Hartman, Rene LeBeau, Nathan Valderas, Julie Wise, Chris Rudolph, Katrina Sroufe, Dave Wilson

CEOC Staff: Katherine Cortes

1. Chair Hansen called the meeting to order at 11:30 am.
2. The minutes of September 16, 2015 were approved.
3. Director's Report:

November general election preparations: Director Huff provided and briefly presented a Voter Services Update (dated 10/9/15) and other materials describing preparations for the November 3 election. Members noted the positive activity around Voter Registration Day.

Voter turnout map application: Dave Wilson and Katrina Sroufe of the Elections GIS staff presented a new online application that displays turnout by precinct, by year. This application is available online, along with voter registration maps by census tract, here:

<http://kingcounty.gov/elections/referenceresources/electionmaps/registration-turnout.aspx>

Elections staff noted that the County Office of Performance, Strategy and Budget (PSB) and the Executive have asked for this data, which they consider one of the measures of equity countywide. Elections does not entirely concur with this assertion, but believes that the data is important to guiding outreach work. Staff responded to member questions that the application is not easily transferable to other jurisdictions (i.e. not plug-and-play).

Quadrennial voter survey: Kim van Eckstrom reported that the survey team received 8 or 9 responses to the RFP for a survey administrator, and is in contract negotiations with ETC. Staff will consider how to incorporate questions suggested by CEOC members, although the populations might be too small for statistically valid responses regarding device use, etc. The survey will go out in November, with raw data anticipated by the end of 2015. The budget for the survey effort is \$40,000.

Disaster planning: Nate Valderas presented on Elections' strategy and activities around disaster planning, of which the cornerstone is personal preparedness. Elections has participated in statewide drills (such as the Great Shakeout) and trained floor wardens, as well as distributing a readiness manual. In 2013, Elections hired a consultant (HERO program intern) to develop a Continuity of Operations plan (COOP), to which Nate planned to send out links to the CEOC. Elements of the Elections COOP are included in the comprehensive County plan. The COOP:

- Identifies essential services and steps necessary to resume (with checklists)
- Documents critical employees and succession
- Document communication plan

Members asked about state emergency protocol during election season, and Sheryl Moss responded that authority to delay or otherwise modify election procedures in the event of a major emergency was not clear in state law. Such decisions would presumably fall to the governor, with the Secretary of State's office taking the lead in making recommendations as well as mitigating less major disruptions. Sheryl further reported that the state has pushed for local jurisdictions to develop COOPs.

Elections staff reported that they are currently talking to the Facilities Management Division about relocation options in the event that Elections headquarters was not useable, but those plans are not yet clear.

Members inquired about data back-up, and Elections responded that voter registration information is held at Sabey data center and backed up nightly, while ballot tabulation information is backed up nightly on site at Elections.

Ballot drop-off locations: Chris Rudolph distributed a draft checklist and comment report template to collect feedback from CEOC members on ballot box closings that they observe. She hopes to use the tool (with responses submitted either on paper or electronically) to organize data and more clearly identify any issues for resolution. CEOC members were asked to provide feedback to Chris about the form by October 26.

Members discussed the tension in the policy under state law allowing people who arrive with ballots not yet completed to get a "golden ticket" to enable them to submit ballots after completion, and the implementation of the state rule allowing people "in line" to vote, including the specific challenge of managing vehicle lines. Chris indicated that Elections is trying to address the line issue with signage, and also noted that at this point, all locations have security either provided by the sheriff or hired.

4. 2015 CEOC Work Plan check-in: Further discussion was deferred to November.
5. Executive Session: Members went into executive session.
6. Good of the Order: No additional items were raised.
7. The next meeting will be November 18.

The meeting was adjourned at 1:00 pm.

Respectfully submitted,
Katherine Cortes