

**Citizens Election Oversight Committee
November 15, 2017**

MINUTES

Members Present: Ellen Hansen, Marilyn Knight, Sheryl Moss, Bruce Huang, Sven Kalve, Frank Radford, Linh Thai and Emily Willoughby

Elections Staff: Julie Wise, Nate Valderas and Janice Case

CEOC Staff: Hiedi Popochock and Renita Borders

Special Guest: Paul Berry

1. Call to Order

Chair Hansen called the meeting to order at 11:32 a.m.

2. Meeting Minutes

The minutes of October 11, 2017 were approved.

3. Director's Report

Director Wise provided CEOC members with materials that summarized the November 7th, General election. The materials included the active registered voter count, pre-election turnout forecast, the return rate of ballots by mail, drop box and e-mail/fax and the number of ballots scanned. She also included the ballot return data for each ballot drop box and the accessible voting center locations.

November General Election

Director Wise reported that the turnout rate for the General election, countywide, was at 43 percent. Elections projected voter turnout at 48 percent. She also stated that Elections projected approximately 614,000 ballots to be returned. The actual ballot returns were at approximately 553,000 ballots. She indicated that some ballots are still being received from voters who reside overseas or are in the military. Also, some ballots are being cured for signature issues. Director Wise highlighted that the 45th State Legislative District race had a return rate of nearly 56 percent, the City of Seattle had a return rate of 50 percent and 42 percent for the City of Burien.

Ms. Case indicated that the Magnolia ballot drop box location had the highest ballot return rate for the new drop boxes that were added in 2017.

Director Wise reminded CEOC members that the accessible voting center at Union Station was moved to Elections' annex in the King County Administration Building. She indicated that the relocation of the accessible voting center allowed Elections to increase its hours of operation by 220 hours.

December Election

Director Wise announced that the City of Black Diamond recall election scheduled for December 5th was canceled. Director Wise stated that Supreme Court ruled that one of the four charges against a councilmember on the City of Black Diamond Council had to be removed. The voters of the City of Black Diamond will have to restart the petition process excluding the charge the court ruled as insufficient.

Auditor and Assessments

Director Wise read the King County Auditor's scope and objectives of the performance audit of Elections to CEOC members.

- 1) To what extent does King County elections have processes in place to make sure that elections are accurate, fair, and efficient?
- 2) To what extent has King County elections identified and minimized barriers to voting among eligible voters?

Director Wise indicated that Elections has contacted the State Auditor to request her Cybersecurity Division to conduct an audit of Elections in approximately the second quarter of 2018. She also stated that she contacted the Department of Homeland Security to request a security audit of the Elections building and technology. The audit will be conducted by the end of 2017.

Tabulation Update 1.4 Version

Mr. Valderas indicated that Elections is working on the version upgrade, ClearCount 1.4 timeline. The version upgrade is being tested and is expected to be completed in late January or early February of 2018. ClearBallot will then install the upgraded software on the machines. This will entail additional routine testing completed by Elections. Mr. Valderas indicated that the system will then be certified by the State allowing Elections to utilize the new software to design the new ballots in time for the Primary election in 2018.

4. CEOC Protocols

Chair Hansen indicated that considering the addition of new members, the rules of the CEOC should be discussed and reviewed.

Chair Hansen suggested that there should be elections for officers either annually or every two years. She reminded CEOC members to not speak on behalf of the CEOC, unless delegated to do so by the Chair or the Vice Chair of the committee or if the CEOC prepares a response as a group. Chair Hansen highlighted the importance of CEOC member attendance. Additionally, she indicated that unless a CEOC member is a member of a political party, it is important to not be openly involved in politics. Ms. Tracey shared that CEOC members who represent a political party should adhere to the same policies as the CEOC members who do not represent a political party. She also stated that CEOC members should not utilize social media to support a candidate or a political issue since it reflects the CEOC as a group. Chair Hansen mentioned that this should be

noted in the report that will be attached to the proposed ordinance for the CEOC member composition.

Mr. Thai mentioned that with the extensive experience of some of the CEOC members, it would be helpful to archive the lessons that they have learned, describe the “dos” and “don’ts” as a CEOC member and share their institutional knowledge. He also mentioned it would be helpful for the CEOC to develop a new member “welcome packet” including a list of required and optional trainings.

5. General Election Observation Debrief

Mercer Island – Monica Tracey

Ms. Tracey indicated that it went well and the location of the drop box is great.

Kirkland and Bothell City Halls – Frank Radford

Mr. Radford stated that all drop box locations appeared to be running smoothly and that it was helpful to have signage to direct people. He stated that Lake Forest Park could use signage. Mr. Radford stated that one voter arrived after the 8 p.m. cutoff. Elections staff accepted the voter’s ballot and placed it in the “red” bag. Mr. Radford noticed that Elections staff did not provide the voter with a “too late” card, which was required. Additionally, he commented that Elections staff at the Lake Forest Park location was very efficient.

Burien and SeaTac Libraries and Elections Headquarters – Emily Willoughby

Ms. Willoughby had oversight of these locations, where she noted that the SeaTac location had 20 people in a 30 minute timeframe and the Burien location many people parked on the side-street, then drop off their ballots. Ms. Willoughby stated that she was very impressed with ballot processing at Elections headquarters.

Highline Community College and Federal Way City Hall – Sven Kalve

Mr. Kalve indicated that there was a steady flow of traffic. He stated that the locations were run very efficiently and that there was good lighting at Federal Way location. He did recommend increasing the lighting for the Highline location, although it was dark, people were still able to find their way. Mr. Kalve stated that the drop box location at Highline is a good location.

Crossroads Mall and Redmond City Hall – Vice Chair Knight

Vice Chair Knight stated that she observed Elections staff collecting ballots from the drop box at the Crossroads Mall location. She stated that the Redmond City Hall location was dark and busy. Also, she stated that the location had a good set up with police at the entrance to control the flow of traffic and pedestrians. Vice Chair Knight also highlighted that there were more voters that arrived after the 8 p.m. cutoff than she has seen before.

Renton Public Health Center – Bruce Huang

Mr. Huang indicated that the drop box was not visible from the street. He mentioned that Elections staff provided voter assistance and assisted with traffic flow. Mr. Huang also

stated that the GPS directions to the drop box location sent voters to the parking lot on the south side of the building. He highlighted that the Elections website provided a clear map of the location of the drop box.

South Lake Union and Ballard – Chair Hansen

Chair Hansen indicated that the South Lake Union location was not a good location. She mentioned that it was difficult to get to the drop box. The location is not desirable for a drive-up drop box since there aren't any parking stalls at the drop box and parking is limited in the surrounding areas. Chair Hansen suggested the parking stalls located south of the drop box could be reserved for voters. She stated that the location is a great walk-up drop box location.

Chair Hansen highlighted that there was a law enforcement officer at the Ballard drop box location. She stated the Elections staff were extremely efficient. Chair Hansen indicated that the traffic at this location continues to be an issue. She described the difficulty in determining the "end-of-line" when traffic is congested at the cross streets. She is concerned that the voters who were waiting their turn to drop off their ballot wouldn't be able to get in line for the drop box prior to the "end-of-line" cutoff due to the traffic. She commented that there were many voters that arrived after the 8 p.m. cutoff. Chair Hansen suggested that additional assistance may be needed for traffic flow.

6. CEOC 2017 Accomplishments

Chair Hansen indicated that the CEOC has to work on its annual report for 2017 and its 2018 Work Plan. Ms. Popochock provided CEOC members with a copy of the 2017 Work Plan.

CEOC members discussed the following accomplishments:

- CEOC's continuous involvement in the Tabulation System project
- Convening the subcommittee to review the CEOC's mission, goals and membership

7. Updates on CEOC's Mission/Goals/Membership

Chair Hansen stated that the CEOC subcommittee has had two meetings thus far. She informed the CEOC members that three of the subcommittee members (Chair Hansen, Vice Chair Knight and Mr. Radford) met with Councilmember Gossett to solicit feedback relating to the relevance of the CEOC and to discuss the work of the subcommittee. Chair Hansen explained that Councilmember Gossett indicated that the CEOC should exist and continue. Chair Hansen also mentioned that Councilmember Gossett was surprised that CEOC members do not have term-limits.

Vice Chair Knight stated that the Councilmember Gossett mentioned that the membership composition of the CEOC needed to be changed and the subcommittee members agreed

since the current CEOC membership does not reflect the diversity of residents of King County.

Mr. Radford commented that it was important for the subcommittee members to learn what the councilmembers thought about the CEOC. Mr. Radford stated that Councilmember Gossett was adamant in saying the CEOC's role is to provide oversight.

Chair Hansen shared that subcommittee members appear to agree that CEOC positions that represent the State Republican and Democratic Parties should be eliminated. She also agreed that the ex-officio position representing the State Auditor's Association should be eliminated.

Chair Hansen recommended that a representative from each council district be a member of the CEOC in order to align with the intent of the CEOC reflecting the residents of King County. Each councilmember would appoint a representative for their district. Mr. Radford indicated that the CEOC should include members with a certain skill set and younger members.

CEOC members discussed the number of positions that may be needed to represent the different languages. Currently, the CEOC has a representative for the Chinese community and a representative for the Vietnamese community. Mr. Thai highlighted that individuals from different ethnic backgrounds utilize him as a resource. CEOC members discussed the possibility of having one representative to represent the languages and have experience serving in or advocating for diverse communities.

Director Wise stated that she agrees with the CEOC in regards to the elimination of State Republican and Democratic Parties' positions. She agrees that the State Auditor Association position should be eliminated. She did not agree that County Council members should appoint one CEOC member per district.

Director Wise provided CEOC members with her proposal of the membership composition of the CEOC.

1. Nonpartisan organization that evaluates candidates and ballot measures (e.g. Municipal League)
2. Nonpartisan organization that provides elections information to the public (e.g. League of Women Voters)
3. Jurisdictional representative
4. Any language community for whom we are providing full translation (Spanish)
5. Any language community for whom we are providing full translation (Vietnamese)
6. Any language community for whom we are providing full translation (Korean)
7. Any language community for whom we are providing full translation (Chinese)
8. Representative from King County Republicans
9. Representative from King County Democrats
10. Nonpartisan organization for youth voting
11. Nonpartisan organization focused on homelessness

12. Representative from disability community
13. Nonpartisan organization that focuses on civic engagement with communities of color
14. Office of the Secretary of State (SOS)
15. At-large member
16. At-large member

8. Other Business/Good of the Order

CEOC members reviewed and agreed on the meeting dates for 2018.

January 10
February 14
April 11
June 20
August 8
October 10
November 14

9. Adjourn

The meeting adjourned at 1:29 p.m.