

**Citizens Election Oversight Committee
April 13, 2016**

MINUTES

Members Present: Marilyn Knight, Glenn Avery, Paul Berry, Chuck Gerringer, Emily Willoughby, Ellen Hansen, Bruce Huang, Frank Radford

Telephone: Sheryl Moss

Excused: Sven Kalve, Linh Thai, Monica Tracey, Kristina Swanson

Elections Staff: Julie Wise, Kendall Levan-Hodson, Susan Southard, Nathan Valderas, Cherry Cayabyab

CEOC Staff: Hiedi Popochock

1. Call to Order:

Chair Hansen called the meeting to order at 11:31 am.

2. Meeting Minutes:

The minutes of February 10, 2016 were orally amended to change “interim” chief of staff to “appointed” chief of staff relating to Ms. Kendall Levan-Hodson’s employment term with Elections. The minutes were approved, as amended.

3. Director's Report:

Elections Annual Report

Director Wise recalled the e-mail that she sent out to CEOC members that discussed the transition of the 2015 Elections Annual Report (also known as Year in Review) from a printed document to a web-based document. The e-mail included an executive summary of the 2015 Elections Annual Report and a link to the web-based version. Director Wise provided CEOC members with an executive summary of the 2015 Elections Annual Report at the meeting also. She indicated that she would like to use the web-based platform for the annual report to reduce paper and to reduce the need to send the report to a print vendor for multi-page printing.

Calendar Stickers

Director Wise provided CEOC members with stickers to correct the voter registration date in September on their printed 2016 Election calendars. The calendar has September 20th as the National Voter Registration Day instead of September 27. The sticker overlay will display the National Voter Registration Day graphic on September 27.

April 26 Special Election

Director Wise indicated that there will be 11 participating jurisdictions, 11 ballot measures and approximately 369,000 active voters. Elections is forecasting about 29% turnout for the April Special Election. Director Wise provided CEOC members with handouts that summarized the

participating jurisdictions and size, estimated forecast, ballot measures, voters' pamphlet, ballot drop-off locations, ballot packet insert, total ballots issued and observation opportunities for the Special Election.

Ballot Drop Box Location Plan Update

Mr. Valderas provided the CEOC members with a handout that summarized the Ballot Drop-Off Location Plan ("the Plan") including background, evaluation, proposal highlights, implementation approach, timeline and a map of the proposed drop box locations. Mr. Valderas indicated that Elections evaluated over 100 sites in King County. He stated that in order to rate the sites, Elections developed criteria with input from CEOC members, which was helpful. Mr. Valderas described some of the highlights of the Plan.

The Plan proposes 43 drop box locations. Some of the highlights include:

- a. 10 existing drop box locations will be unchanged to promote continuity;
- b. 24 locations are at public libraries;
- c. 91.5% of King County residents would live within three miles of a proposed location.

Mr. Valderas indicated that the drop boxes would be phased in. Some proposed sites are contingent on contract execution with site owners.

- a. Phase One: 29 drop boxes will be available for the Primary Election – August 2nd
- b. Phase Two: 14 additional drop boxes will be available for the General Election – November 8th
- c. 2017 Locations: Some locations were not feasible in 2016 due to construction. These four locations will be re-evaluated in 2017 potentially increasing the number of drop boxes to 47.

Mr. Valderas indicated that the Plan will be transmitted to Council on April 14, 2016.

Director Wise reiterated that the Plan is contingent on Council approval and the execution of contracts with site owners so don't make these public and don't post to social media. Mr. Valderas can be contacted to answer questions.

In response to a CEOC member question, Ms. Popochock indicated that the Plan is scheduled to be heard in the Government Accountability and Oversight Committee on April 26, 2016. It is unknown if the Committee will act on the Plan on that day.

[Legislation for Department of Elections Ballot Drop-Off Location Plan](#)

Mr. Berry expressed how impressed he was on how Elections was able to provide a drop box within three miles of 91.5% of King County residents in the Plan. He also indicated that this achievement should be conveyed to the King County Council. He commented on how Elections did a remarkable job on the Plan.

Chair Hansen commented that since the Magnuson Park location is proposed to be eliminated along with other locations in the Plan, that there needs to be adequate signage and other communication of these changes.

Director Wise indicated that Elections is working with the University of Washington (UW) to accommodate Elections' request to not have a drop box in Red Square on the campus. She stated that Elections may need assistance from the CEOC in navigating this issue. Elections said they were planning to set up a meeting with Sally Clark, the UW Director of Regional and Community Relations and Chair Hansen said that the CEOC would be happy to participate in that meeting. Mr. Berry indicated that he knows her pretty well as she has been very active in some of his activities recently. Mr. Valderas stated that Elections has some preferred locations for a drop box in the UW area other than Red Square.

In response to a CEOC member question, Mr. Valderas indicated that the operational costs to increase the number of drop boxes will be absorbed due to Elections discontinuing the use of ballot drop-off vans. Using vans was staff intensive as it required three people for each location and Elections has 12 van locations.

Director Wise indicated that staffing for closing the boxes for Election night will be a challenge. She stated that back in 2012, Elections partnered with non-profits to assist with closing boxes. Elections staff will find creative ways to staff the new boxes this year.

In response to a CEOC member question, Director Wise stated that Elections will have "roving teams" to collect the ballots from sites in specific geographic zones daily.

Introduction of new Elections staff

Director Wise introduced her new deputy director of Elections, Ms. Shannon Cortez. Ms. Cortez worked for Pierce County Elections for nearly 17 years. She has been with King County for two months.

Language Services Community Engagement Program

Mr. Valderas introduced Cherry Cayabyab, the Language Services Program Manager. Ms. Cayabyab previously worked for the city of Seattle in the Department of Neighborhoods. Ms. Cayabyab indicated that she was hired by Elections to implement Ordinance 18086 expanding language services to Korean and Spanish and community engagement. Ms. Cayabyab provided CEOC members with a summary of the work plan which included key areas of implementation and seven integrated strategies that broaden the capacity of both government and communities to collectively increase participation of limited English speaking voters.

Ms. Cayabyab stated that there will be a Request for Proposal released in the spring for community based organizations to apply for grants to support the seven integrated strategies. This is a pilot program for 2016.

4. Legislative Session Update:

Ms. Sheryl Moss indicated that there were four bills signed by the Governor:

1. One bill involves taking away the option of a recount on State advisory votes.

Director Wise identified the other three bills and provided one additional bill:

2. One bill prevents the name of the Secretary of State appearing in the voters' pamphlet in their official capacity if they're a candidate.

3. One bill cleans up provisions related to election challenges and applies them to ballot measure elections.
4. One bill requires the Secretary of State to develop statewide data and reporting standards regarding ballot rejection practices.
5. One bill requires a constitutional amendment to be placed on the ballot about redistricting commissions at the next General Election. CEOC members requested clarification on the purpose of this bill. Director Wise provided CEOC members with the Bill Number: SJR 8210. She also will provide CEOC members with links to the passed legislation and the ballot drop-off location plan via e-mail.

Washington State Legislature Summary of Bill SJR 8210: At the next general election, the Secretary of State must submit for voter approval an amendment to the Washington State Constitution that requires the Commission to complete its redistricting by no later than November 15 of each year ending in one.

<http://lawfilesexternal.wa.gov/biennium/2015-16/Pdf/Bill%20Reports/Senate/8210%20SBR%20FBR%202016.pdf>

5. Presidential Primary:

Director Wise provided CEOC members with an example ballot packet including the ballot, security sleeve, return envelope, ballot instructions and the ballot drop-off location insert. She presented a PowerPoint presentation to go through the Presidential Primary process.

[Department of Elections 2016 Presidential Primary PowerPoint Presentation](#)

Director Wise's presentation covered topics relating to the deadlines leading up to the Presidential Primary, the process if a voter does not fully complete the ballot, voter turnout forecast and what happens after results are certified. Elections projects a turnout rate of 34% similar to the turnout in the 2008 Presidential Primary Election. CEOC members discussed the 34% turnout projection by questioning if the Presidential Primary results were utilized by both parties in 2008.

Excerpt from 2008 Voters' Pamphlet, Page 6: The state Republican Party will use the Presidential Primary to allocate 51 percent of its delegates to the 2008 Republican National Convention. The remaining 49 percent of the delegates will be allocated based on caucus results. The state Democratic Party has decided to use caucus results to allocate its delegates to the 2008 Democratic National Convention.

https://wei.sos.wa.gov/agency/osos/en/press_and_research/PreviousElections/2008/2008PP/Documents/PPVPED01-Final.pdf

In response to CEOC members' questions and comments relating to political parties' utilizing the Presidential Primary results, Ms. Moss indicated that the Presidential Primary is a State required election. It is at the political parties' discretion on whether to utilize the results or not. According to the Secretary of State's Office, they have to administer the election as if both political parties will be utilizing the results. This year, the Republican Party will be using the 2016 Presidential Primary results for 100 percent of their delegates. The Democratic Party will not use their 2016 Presidential Primary results to allocate delegates, but allocate delegates according to the results of the caucuses.

Director Wise indicated that this is the fifth Presidential Primary election for Washington State. She reiterated to members that Washington voters must declare a party on their ballots. This has caused some confusion due to voters not being accustomed to declaring a party.

In response to a CEOC member question regarding Ben Carson being listed on the Presidential Primary ballot, Ms. Moss indicated that once the preliminary list of candidates are announced by the Secretary of State's Office, it requires the candidates to sign a notice of withdrawal to remove them from the ballot. The Secretary of State's Office made attempts to get Mr. Ben Carson to submit a withdrawal notice but was unsuccessful.

Director Wise presented the CEOC members with a preview of the 2016 General Election highlighting that Elections' anticipate receiving more than one million ballots and project voter turnout to be between 82% and 86%.

Director Wise and Ms. Moss discussed the process for cross-over votes. Cross-over votes occur when a voter declares a party on their return envelope that is a different from the party that the candidate that they selected on the ballot represents. For example, a voter selected a Republican candidate on their ballot but declared the Democratic Party on their return envelope. This is a cross-over vote. Ms. Moss indicated that cross-over votes would be submitted to the Canvassing Board for rejection.

Ms. Moss commented that the Secretary of State's Office received numerous calls from voters expressing their dissatisfaction on how the caucuses were administered. She reminded CEOC members that the caucuses are run by the political parties according to their political rules. If they receive questions or issues from voters, CEOC members should direct them to their political party. Neither the State nor the County has any influence on how the caucuses are administered.

6. Technology Update:

2015-2019 Technology Plan

Director Wise stated that the presentation of the Technology Plan at the Government Accountability and Oversight Committee on April 12th went well. The Committee Chair has requested for Elections to present the plan to the full Council. She provided CEOC members with a copy of the Technology Plan.

[Legislation for Department of Elections 2015-2019 Technology Plan](#)

Ms. Hodson indicated that once the Council approves the Technology Plan, funding will be released for Elections since it was a 2015/2016 budget proviso. The budget proviso stipulated that Elections must transmit a technology plan to Council and Council must approve the plan in order to release a specific amount of funding.

Director Wise recognized Mr. Geringer and Mr. Berry for their contributions to the Technology Plan.

Tabulation System

Ms. Hodson stated that the Elections has created a steering committee and a project team for the Tabulation System project. Bill Kehoe, the King County Information Technology Director and

Director Wise will be co-chairing the Steering Committee. There will be a project kick-off in two weeks. Chair Hansen will be on the Steering Committee and Mr. Gerringer and Mr. Berry will serve on the project team.

Director Wise indicated that she and Director Kehoe will be co-sponsoring the Tabulation System project. She also stated that Sonja Rowland will be the project manager for this project.

Other Items

Director Wise informed CEOC members that the exterior of the Elections building has been improved, with the white lines in the parking area being repainted, and addition of new landscaping and green areas as part of King County initiatives. She indicated that there is a new outdoor break area for employees, a garden area that was cleaned and also that new artwork will be provided by 4Culture.

Chair Hansen requested that the handicap accessible button at the front doors of the Elections building be more visible. Director Wise stated that she will contact Facilities.

Director Wise commented that at the June 8th meeting, she would like to discuss new branding for the Elections Office with the CEOC members.

7. 2016 Work Plan:

The 2016 Work Plan was approved.

8. Housekeeping:

Ms. Popochock mentioned that the statement of financial and other interest forms for 2015 were collected from all CEOC members.

9. Good of the Order:

Chair Hansen reminded CEOC members that the next meeting will be held on June 8, 2016.

The meeting was adjourned at 12:40 pm.

Respectfully submitted,
Hiedi Popochock