



GEARING UP FOR 2016 ELECTION CYCLE ADMINISTRATION UPDATE

FSASE WINTER CONFERENCE- DECEMBER 7, 2015

Maria Matthews, Director
Gary Holland, Assistant Director
Division of Elections
Secretary of State Ken Detzner

Director's Office

Publications/Website/Forms



Recently revised

- Election Dates to Remember 2015-2017 (last updated 11.2015)
- Handbooks (campaign, qualifying)
- Reference Guides –Minority Language Guidelines, Polling Place Accessibility



In Progress

- SOE Guide to Reports
- Accessibility Training Powerpoint
- Accessibility Notice Poster
- NVRA Training for SOE Trainers

U.S. Election Assistance Commission

- Federal non-regulatory agency mandated by HAVA
- Reconstitution of EAC Standards Board (100⁺ board)
 - State/county representatives: Maria Matthews and Paul Lux
 - Duties:
 - Presents views on federal election administration
 - Formulates recommendations to the EAC
 - Receives updates on EAC activities such as Voluntary Voting Systems Guidelines
- Upcoming opportunities to participate in telephone conferences/webinars regarding development of voting system standards from Technical Guidelines Development Committee(TGDC) and Voting System Standards Committee – kickoff was on November 18

Congressional Redistricting

- Florida Supreme Court –final decision on maps
- Trial court order (pro forma) expected no later than December 9, 2015
- Implementation for 2016 PPP which requires reporting by congressional districts for party convention delegate assignments
- Boundary files including shapefiles will be provided by Florida Legislature (actually already provided on website) –DOS in coordination to get those to counties once order entered
- Initiative petitions –guidance forthcoming

Workshops/Training

- NVRA training workshops for Voter Registration Agencies and updates of training materials
- FSASE Canvassing Board Workshop (January 14-15; Orange County)
- SOE Monthly Calls (September 2015 – October 2016)
- FSASE Summer Conference, 2016 (Pasco County)
- SOS site visit to counties before 2016 PPP (CLA, DAD, DUV, FLA, HAR, HIG, PUT, and before 2016 PE (including but not to BRO, LEE, PAL)

HAVA Funds for Election Administration Activities

Existing HAVA balances at county level

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graph TD; A[Existing HAVA balances at county level] --> B[2011 HHS Funds –Polling Place Accessibility ($681K)]; B --> C[2015-2016 HAVA FEA Funds $3M]; C --> D[2016-2017 HAVE FEA Funds (proposed $4M) for Presidential Election Year];
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2011 HHS Funds –Polling Place Accessibility (\$681K)

2015-2016 HAVA FEA Funds \$3M

2016-2017 HAVE FEA Funds (proposed \$4M)
for Presidential Election Year

Bureau of Election Records

Bureau of Voting System Certification

Rules

R1S-2.015 Minimum Security Procedures Rule

R1-2.032 Uniform Ballot Rules

R1S-2.043 Absentee Ballot Requests and Early Voting

R1S-2.053 Post-election reports including XML Results Reporting

(subject of different presentation)

Current or Anticipated Applications

Clear Audit (pending)

ES&S EVS (anticipated in late March)

Democracy Live (pending)

Staff Prep for Travel for PPP, PE and GE 2016

L&A testing

Early voting

Election day

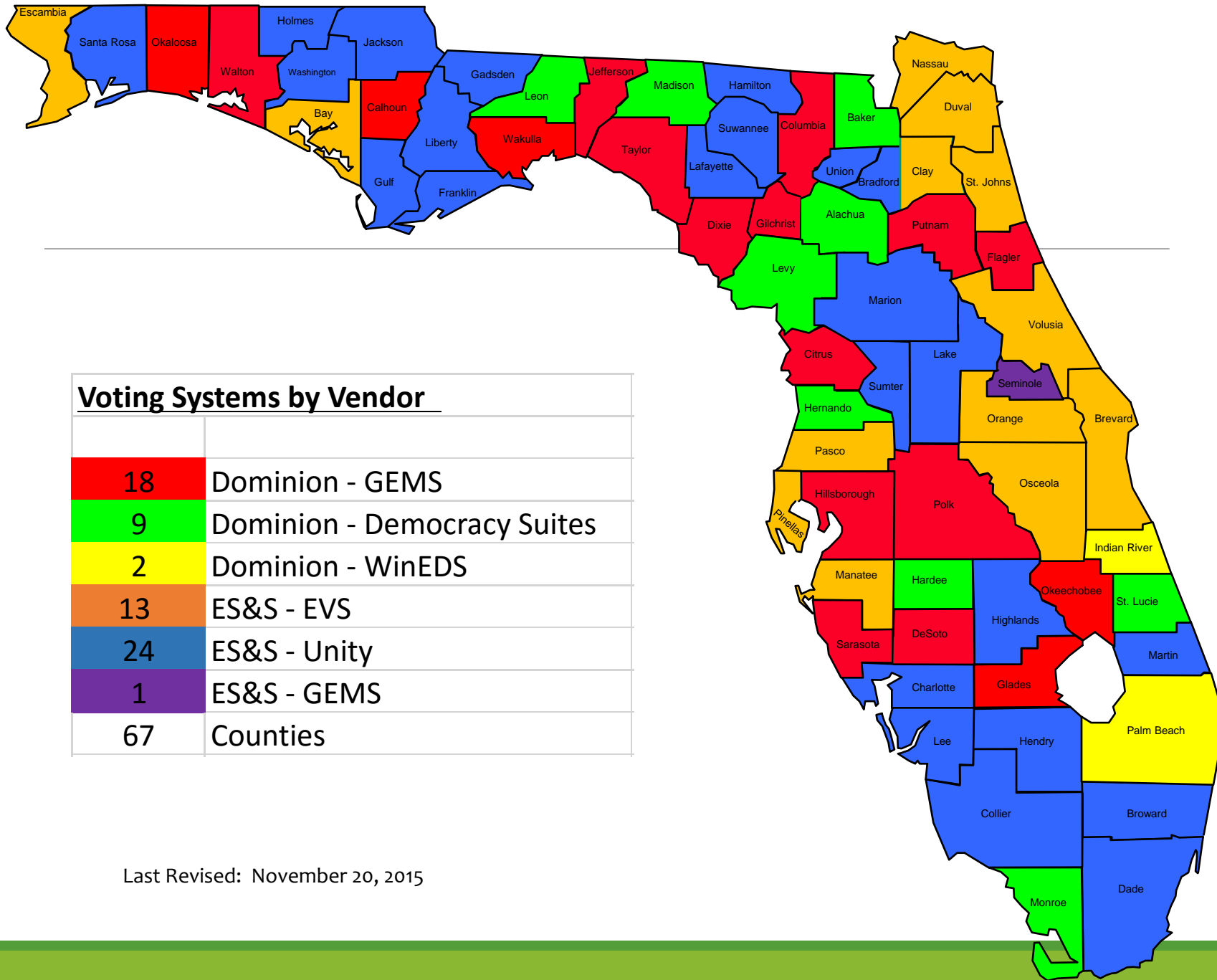
Pending Applications for Certifications/Approvals

Democracy Live –Live Ballot version 3.0

- BVSC has requested more information regarding pending application

Clear Ballot- Clear Audit

- Application submitted on June 8, 2015
- Request for approval for upgrade to interim approved ClearAudit 1.0.6 (for use until January 1, 2016)
- **ES&S EVS** (anticipated in late March 2016)



Last Revised: November 20, 2015

Bureau of Voter Registration Services

Address List Maintenance

- Section 98.065, F.S.
- Bi-ennial Program -Odd-numbered years (minimum)
- Use one or more of the following procedures:
 - USPS address change information
 - Mail out to all registered voters in the county (nonforwardable return-if-undeliverable mail) and/or
 - Mail out to all registered voters who have not voted in the last 2 years and who did not make a written request that their registration records be updated during that time (use returned nonforwardable return-if-undeliverable address confirmation requests)
- 90-day window before PPP to complete is December 16

Accounting-Eligibility and Address Records Maintenance

- **Bi-annual 6-month certification of activities reports** (due June 30 and January 31 every year- documents SOEs maintenance record activities relating to address changes, updates and requests for confirmations, and eligibility)
- **NEXT DUE DATE:** January 31, 2016

The image shows two overlapping forms from the Florida Department of State, Division of Elections. The front form is titled "Certification of Eligibility Records Maintenance" and the back form is titled "Certification of Address List Maintenance Activities". Both forms require a Supervisor of Elections or designee to certify activities for a specific period.

Florida Department of State/Division of Elections
Certification of Eligibility Records Maintenance
This form is to be used to certify that the Supervisor of Elections conducted activities as required under section 98.071, F.S. to identify and remove ineligible voters from the voter registration rolls.

Supervisor of Elections or designee, for registration rolls, County, certify the following for the period January 1, to June 30, or July 1, to December 31, 2015.

A. Activity: Notice of Potential Ineligibility (provide total number for each category)
Notices mailed in 98.071(7)(a), F.S.
Notices generated (A notice is generated ONLY if the mailed notice came back undeliverable which includes unclaimed, refused, or other non-delivered or undeliverable. For notices including voters provide the number as 98.071(7)(a)(2), F.S.)

B. Activity: Response to Notices (Mailed or Published)
Voters who responded to mailed notices
Voters who responded to published notices
Number of hearings conducted (this should be the same as the number of voters who responded to either a mailed or published notice and requested a hearing, such hearing can only be requested by and held for persons who deny requests)

C. Activity: Number of Voters Removed Based on Reasonable Doubt
Convicted felon with no civil rights restoration ceremony
Mentally incompetent without voting rights restoration (voters to return when the court has determined to be eligible) (DO NOT COUNT 98.071(7)(b) 2(b) 1(b) 2(b) 3(b) 4(b) 5(b) 6(b) 7(b) 8(b) 9(b) 10(b) 11(b) 12(b) 13(b) 14(b) 15(b) 16(b) 17(b) 18(b) 19(b) 20(b) 21(b) 22(b) 23(b) 24(b) 25(b) 26(b) 27(b) 28(b) 29(b) 30(b) 31(b) 32(b) 33(b) 34(b) 35(b) 36(b) 37(b) 38(b) 39(b) 40(b) 41(b) 42(b) 43(b) 44(b) 45(b) 46(b) 47(b) 48(b) 49(b) 50(b) 51(b) 52(b) 53(b) 54(b) 55(b) 56(b) 57(b) 58(b) 59(b) 60(b) 61(b) 62(b) 63(b) 64(b) 65(b) 66(b) 67(b) 68(b) 69(b) 70(b) 71(b) 72(b) 73(b) 74(b) 75(b) 76(b) 77(b) 78(b) 79(b) 80(b) 81(b) 82(b) 83(b) 84(b) 85(b) 86(b) 87(b) 88(b) 89(b) 90(b) 91(b) 92(b) 93(b) 94(b) 95(b) 96(b) 97(b) 98(b) 99(b) 100(b) 101(b) 102(b) 103(b) 104(b) 105(b) 106(b) 107(b) 108(b) 109(b) 110(b) 111(b) 112(b) 113(b) 114(b) 115(b) 116(b) 117(b) 118(b) 119(b) 120(b) 121(b) 122(b) 123(b) 124(b) 125(b) 126(b) 127(b) 128(b) 129(b) 130(b) 131(b) 132(b) 133(b) 134(b) 135(b) 136(b) 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Supervisor of Elections or designee (signature): _____ **Date:** _____
Please submit by deadline (July 31 for Jan-Jun) or by January 31 for Jul-Dec to: Chief, Bureau of Voter Registration Services, Fla. Dept. of State, Division of Elections, R.A. Gray Building, 800 S. E. Broward Street, Tallahassee, Florida 32399, 904-245-4300 (phone), 904-245-4281 (fax)

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Quality Control/Auditing- Eligibility Records

- **BVRS aged felon and deceased reports (monthly)**
 - FDLE felon match files –more than 120 days old in which has taken no action
 - DOH/BVS and SSA deceased matched files –more than 7 days old in which county has take no action
 - Work the files and contact BVRS if county did not get notice of file.

Quality Control/Record Auditing

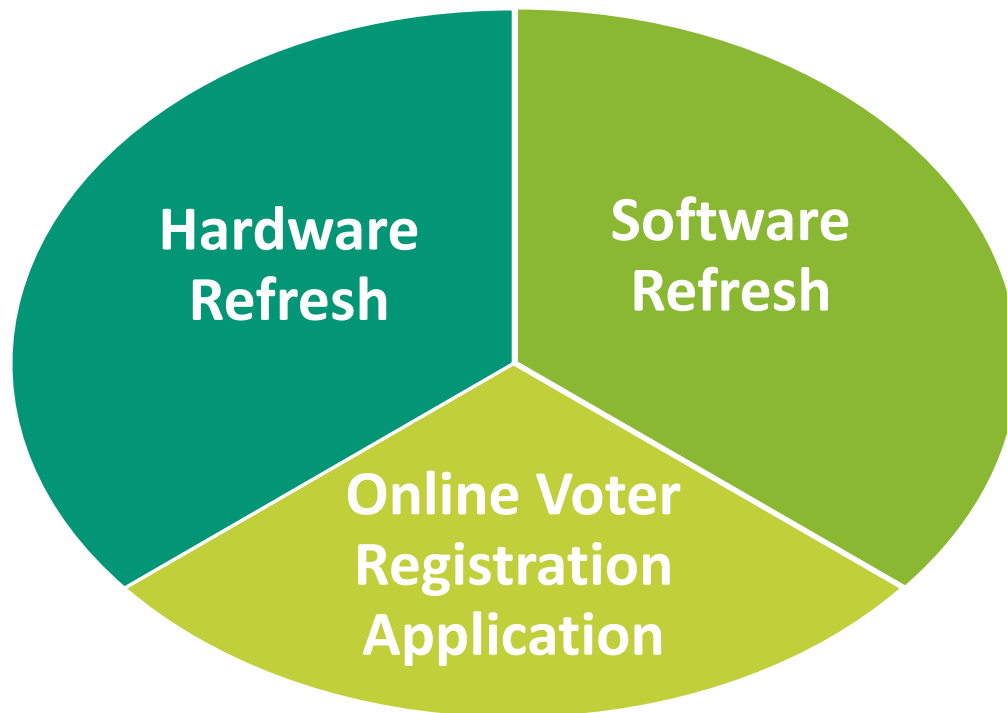
Quarterly Reports

- Incomplete voter status for 2 + years
- Voters with an age 115 + for potential date of birth input error or deceased status
- Voters with future registration dates and registration dates before 01/01/1900
- SSN data input error (e.g., SSN appears as 082-02-0000 or a five digit SSN 08202)
- Voter information records with the word “NONE” in first, last or both name fields
- Voters who had protected records to ascertain if protected flag was erroneously removed

Auditing-Eligibility Records

- **Move-in and move-outs of potential felons that BVSC has sent county:**
 - If potential ineligible file originated from BVRS, contact BVRS so match can be re-evaluated for continuing validity. If still valid, BVRS will be re-assigned to the new county of residence. Do not transfer file yourself.
 - If you created the potential ineligible file, then you **MUST** notify the new county and coordinate transfer of file. Do not involve BVRS.

FVRS Modernization Project



Hardware Refresh –March-July 2015

- Phase I –Hardware install completed in July 2015
- Phase II Network –frame relay transition

Software Rewrite –April 2015- October 2017

- Includes online voter registration system
 - Discovery phase: completed
 - Requirements phase: in progress including continue to conduct stakeholder/interested party meetings including:
 - Supervisors of Elections (designated representative and county internal or external IT local system support)
 - DHSMV and tax collectors
 - Law enforcement agencies (FDLE, FDOC, US Atty Offices)
 - Florida Department of Corrections
 - Clerks of Court
- Design phase: in progress
- Development phase
- User Acceptance Testing including conducting “ethical hacking” and “penetration testing” before new rewritten system launches
- Implementation by October 1, 2017

Online Voter Registration Application System

- Requirements:
 - Online voter registration application system -with DLs or state ID #s that that can be DHSMV verified
 - Prepopulated/downloadable option for others
 - Legislative report due January 1, 2016 on plan, progress and any legislative substantive or budgetary needs
 - Pre-launch risk assessment and every 2 years thereafter
 - Secure access/secure verification against DHSMV records
 - Immediate electronic confirmation of application receipt
 - Accessibility compliance
 - Launch by October 1, 2017
- Draft legislative report in progress

What's Ahead for Us, For You

- December 16, 2015: 90-day moratorium on address list maintenance program activities
- December 22, 2015: Last day for DOS to certify the names of presidential candidate nominees
- December 31, 2015: Deadline for SOEs to submit the annual expenditure reports on all open HAVA accounts.
- January 12, 2016: Legislative session begins
- January 14, 2016: FSASE Canvassing Board Workshop (Orlando)
- January 15-20, 2016: Revisions to security procedures due
- January 30, 2016: Deadline to “send out” UOCAVA ballots”
- January 31, 2016: Last day to certify list maintenance activities.