

Post-Election Voting System Audit

Dana Southerland
Supervisor of Elections, Taylor County
Canvassing Board Workshop
Orlando, Florida



What is a Post Election Audit?

- **F.S. 101.591(1)** - immediately following the certification of each election, including a municipal election, the county canvassing board or the local board responsible for certifying the election shall conduct a manual audit or an automated, independent audit of the voting systems used in randomly selected precincts.



What is the Purpose of the Post-Election Audit?

- Rule 1S-5.026(1)(a) – the purpose of the audit is to ensure that the voting system deployed in the election tabulated all votes properly.
- However, an audit is not required in any election in which only paper ballots are used and are not tabulated by a voting system.



Resources -

- **F.S. 101.591 – Voting system audit**
- **Rule 1S-5.026 – Post-Election Certification Voting System Audit**

Forms –

- **DS-DE 105-A – Manual Audit Team Worksheet for Direct Recording Electronic Ballots**
- **DS-DE 105-B – Manual Audit Team Worksheet for Marksense Ballots**
- **DS-DE 106 – Precinct Summary for Manual Audit**
- **DS-DE 106A – Discrepancy Report for Automated Independent Audit**
- **DS-DE 107 – Voting System Post-Election Audit Report**



F.S. 101.591

❖ Post-Election Manual Audit

❖ Post –Election Automated Audit



What is a Post Election Manual Audit?

The manual audit shall consist of a public manual tally of the votes cast in one randomly selected race that appears on the ballot. The tally sheet shall include election day, absentee, early voting, provisional and overseas ballots in at least 1% but no more than 2% of the precincts chosen at random by the county canvassing board. **Note:** if 1% of the precincts is less than one entire precinct, the audit shall be conducted using at least one precinct.

Precincts to be audited shall be selected at a publicly noticed canvassing board meeting.



What is a Post Election Automated Audit?

The automated audit shall consist of a public automated tally of the votes cast across every race that appears on the ballot. The tally sheet shall include election day, absentee, early voting, provisional and overseas ballots in at least 20% of the precincts chosen at random by the county canvassing board.

Precincts to be audited shall be selected at a publicly noticed canvassing board meeting.



Do I Need To Complete A Post-Election Audit?

YES - Do not confuse the **Post-Election Audit** with the manual recount. However, if a manual recount is completed pursuant to s. 102.166, then the canvassing board is not required to perform the **Post-Election Audit** as required in s. 101.591.



Getting Prepared –

- Don't wait until after you've certified your election results to notify your canvassing board that an audit is required
- Review all requirements, procedures and timeline with your canvassing board during initial orientation meeting. Jointly discuss **Post-Election Audit** rules and statutes
- Establish procedures for securing ballots and tally sheets in the event any breaks are taken.
- Be sure security procedures are up-to-date and include any recent changes
- A majority of the canvassing board shall be present at all times until the **Post-Election Audit** is completed
- Dates for the **Post-Election Audit** should be on your canvassing board calendar
- The canvassing board shall ensure that, at a minimum, the minutes of the audit proceedings are taken and promptly recorded and maintained



Required Notices –



- Canvassing board shall publish at least 24 hours in advance a notice of the meeting to conduct the **Post-Election Audit**. The notice must include the date, time, and place the random selection of the race(s) and precinct(s) will be selected and date, time and place the audit will begin and must be posted in four conspicuous places in the county and on the home page of the Supervisor of Elections website.



Space Requirements –

- You want to make sure you conduct the **Post-Election Audit** in a room large enough to accommodate your canvassing board members, the audit teams and, if present, a maximum of two public observers per audit team. So, if a large turnout is anticipated, the canvassing board should take reasonable steps to select the largest available public meeting room to accommodate those in attendance. In the event the room is still not large enough to hold all the observers present, the canvassing board shall provide for a random selection of the observers from among those present just prior to the beginning of the audit.
- Observers shall be allowed to witness the audit team's activities but may not interfere with the proceedings. The canvassing board may adopt reasonable rules and policies to ensure there is no interference and the audit is not disturbed. Unruly observers may be removed by law enforcement if needed.
- The Board shall have procedures in place to allow for any departing public observers to be replaced by other observers.

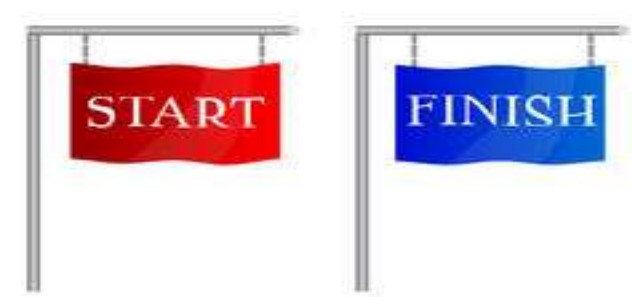
Who Can Participate In The Post-Election Audit?

- The canvassing board shall appoint as many audit teams as necessary to assist in the Post-Election Audit
- No person except the canvassing board, an employee of the Supervisor of Elections office or a member of an audit team shall handle any ballot or ballot container



Timeline –

- The **Post-Election Audit** may begin immediately following the certification of the election
- The audit must be completed and the results made public no later than 11:59 p.m. (local time in the county the audit occurs) on the 7th day following certification of the election
- Within 15 days after completion of the audit, the canvassing board shall provide a report with the results of the audit to the Department of State in a standard format as prescribed by the department



How Do I Select My Race(s) and Precinct(s) for my **Post- Election Audit?**

- The canvassing board may determine the method for which the selection is made
- The selection method must be done on a random basis using a uniform distribution in which all races have an equal chance of being selected and all precincts in which the selected race appears has an equal chance of being selected. This is the same for both manual audit as well as an automated independent audit.

Post-Election Manual Audit -

- ✓ **1st** - The Board shall randomly select a race from all available races on the ballot. This includes any municipal or other local issues that might be on the ballot, so long as the county canvassing board will certify that race.
- ✓ **2nd** - The Board shall next randomly select at least 1% but no more than 2% of the precincts in which the selected race appears. Note: you never round down, so if 2% or less of the precincts equals less than a whole number, the number of precincts to be audited shall be rounded up to the next whole number.

Post-Election Automated Audit

- ✓ The canvassing board shall randomly select a minimum of 20% of the precincts. Note: you never round down, so if 20% of the precincts equals less than a whole number, the number of precincts to be audited shall be rounded up to the next whole number
- ✓ The audit shall consist of a tally of the votes cast across every race that appears on the ballot in those selected precincts

Prepping for the Post-Election Manual Audit –

- ✓ Be sure you have an accurate ballot count between the number of paper ballots cast in the precinct. If there is a discrepancy, you need to work towards finding why and where the discrepancy is. If the discrepancy cannot be resolved, the canvassing board will have to provide an explanation on the Voting System Post Election Audit Report (DS-DE 107)
- ✓ Don't forget about any votes that might have been cast on your electronic voting machine. You will need to print one official copy of the ballot image report from each machine to be audited. The ballot image shall constitute the ballot for purposes of this audit

Performing the Manual Audit –

- The audit team shall sort the ballots into the following stacks –
 - tabulated ballots
 - overvoted ballots
 - undervoted ballots
 - ballots that were marked in a way that might not have been tabulated
- The audit team will then sort the ballots stacked above according to the voter's choice in the selected race. All ballots with votes for Candidate A should be placed in one stack, all ballots with votes for Candidate B should be placed in another stack. This process should continue until all candidates in that race having received votes are out sorted in separate stacks. The audit team members shall then tally the number of ballots in each of those stacks and record the number of votes for each candidate or issue choice in the specific race on the Manual Audit Team Worksheet
- Your goal is for the manual tally and the report of official vote totals to match for that race and precinct
- If the manual tally and official vote totals show a discrepancy of $\frac{1}{2}$ of 1% or more of the votes being audited, the canvassing board must investigate the discrepancy

Performing the Manual Audit cont'd -

- review your stacks that were previously sorted
- allow a different audit team to perform a tally of votes cast

Sometimes it just takes a different set of eyes viewing the ballot...

Once you've completed your audit don't forget

- The audit must be completed and the results made public no later than 11:59 p.m. (local time in the county the audit occurs) on the 7th day following certification of the election
- Within 15 days after completion of the audit, the canvassing board shall provide a report with the results of the audit to the Department of State in a standard format as prescribed by the department



