

Washington State Elections Weekly

March 11, 2015

Action Item | Motor Voter Registrations

When processing incoming Motor Voter registrations, keep an eye out for any that have an “I” or “V” in the name suffix field. That “I” or “V” may actually be the middle initial.

You can always tell the registrant’s middle initial by looking at the driver license number: The first 5 characters are from the last name (filled in with asterisks if the name is less than 5 letters), the 6th character is the first initial, and the 7th character is the middle initial (or an asterisk if the registrant doesn’t have a middle name).

Example: “Test John Record,” RECORTJ556CA

The Department of Licensing (DOL) hopes to have a fix for this issue in April.

Does that DOL Signature Match?

We just became aware that in some instances the Department of Licensing accepts signatures from a power of attorney or guardian. It is possible that these signatures may accompany a voter registration application, instead of the actual applicant’s signature. If you find the name of the applicant does not match the name of the signer, follow these steps:

- 1) Contact the Department of Licensing to confirm that the signature is correctly attached to the record. Ask if this is a signature of a power of attorney or guardian.
- 2) If signature is that of a guardian or other representative, then the application is **incomplete**. Implement the procedures outlined in [RCW 29A.08.110\(2\)](#) by sending a verification notice requesting a signature to the voter registration oath.

RFP Update

Project Manager [Stephanie Goebel](#) will be sending you an email regarding the statewide elections business analysis and business requirements project. Her email will contain the selected RFP (request for proposal) response, a call for steering committee participants, and other important information. Please keep an eye out this week for her email.

COOP Workshops

Thirty counties have registered for our COOP workshops! It's not too late to [register](#) for next week's sessions. Join us to identify the essential functions of your operations and work on your [template](#) and checklists with other administrators. As [Bob Bippert](#) reminds us, maintaining a COOP is like buying insurance – you may dislike paying for it, but when something happens, you're sure glad to have it!

Certified Election Administrators

Congratulations! We sent an email confirmation when you completed your 2014 renewal application. Now, your personalized OSOS certification cards are in the mail. Once you receive the business-sized cards, please distribute them to your certified staff.

Required HAVA Poster

The Help America Vote Act (HAVA) requires you to display certain pieces of voting information in your voting center (in many cases, this is a County Auditor's Office). The [HAVA poster](#) displays required information, provided you also display an "Example of ballot for current election."

The HAVA requires "a sample version of the ballot that will be used for that election" to be displayed ([HAVA Sec. 302 \(b\)\(1\)&\(2\)](#)). In Washington State, it's important to understand that a sample ballot does not always look like the ballot voters can expect to be issued in the voting center. In the context of this federal act, "sample version" means it can be one version, or ballot style, of an actual ballot or copy of an actual ballot to display—not a sample ballot containing all the races and measures in an election. The intent of the poster is to provide voters with a visual of what an official ballot issued within the voting center looks like.

You May Have Some HAVA Funds Available for Training

If you are not sure if you have HAVA funds left in your County Education Fund, contact [Cristina Labra](#) for your county balance. Remember, you can use your County Education Funds to pay for expenses incurred for training related to improving elections administration.

Funding Opportunity | Knight News Challenge

Do you have a great idea to better inform/inspire voters but no \$\$\$ to implement it? Check this out!

The [Knight News Challenge](#) is a contest "to discover ideas and projects that better inform and inspire voters, as well as make the election process more fun and accessible for

individuals." The concept is wide open, and we encourage your office, and anyone in your voter outreach network, to apply. The deadline submission is March 19. For more information visit <http://newschallenge.org>.

Save the Date | WSACA Elections Conference

Online registration will open soon, but until then, we're here to help you plan!

June 9, User Groups

- 11 am Online Ballot Delivery
- 12 pm Voter Registration
- 3 pm Tabulation
- 5:30 pm Vendor Reception

June 10 – 12, Election Conference Sessions

- General (mornings) and Breakouts (afternoons – except Friday)
- Special appearance: As we plan for the future, let's look back with three Washington Secretaries of State!
- Agenda highlights include guests from the Legislature, [FVAP](#), [EAC](#), and more Plain Talk

For hotel reservations, call 1-800-222-TREE and mention [WSACA Elections Conference](#), or [book online](#).

EAC Standards Board

With the appointment of new EAC Commissioners, the mandated advisory boards will resume regular business. [HAVA](#) designates a 110-member Standards Board to assist the EAC in carrying out its mandates under the law. The board consists of 55 state election officials selected by their respective chief state election official, and 55 members are local election officials selected through a process supervised by the chief state election official. The EAC Standards Board last met in 2011 to discuss the MOVE Act implementation, impact of commercial-off-the-shelf (COTS) products on voting systems, etc., however the commission has been on a hiatus while the EAC Commissioners were vacant.

The Secretary of State's Office is excited to announce that Kris Swanson, Cowlitz County Auditor, will continue her appointment as the local election official representative for Washington, and Stuart Holmes, Election Information Systems Supervisor, has been appointed as the state election official representative on the board.

Job Openings | Pierce County

Two Pierce County Elections Division positions opened on Friday, March 6. An open, competitive recruitment process will be used for both. If you (or anyone that you know) are interested in either of these positions, you're encouraged you to apply for: Elections Clerk 1 or 2 (depending on qualifications) or Elections Specialist GIS/Technical. Both positions are open until March 20. You can view the postings and apply for the positions at [Pierce County's HR jobs website](#).

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