

District of Columbia Board of Elections

FY 2018-19 Performance Oversight Responses

General Questions

1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel, and note the date that the information was collected on the chart.

RESPONSE: See Attachment Q1 (BOE Organizational Chart).

- a. Please provide an explanation of the roles and responsibilities of each division and subdivision.

RESPONSE: See Attachment Q1a (BOE Roles & Responsibilities) for a list of division responsibilities. The number of vacant positions is also available in Attachment 1.a.

- b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

RESPONSE: The Supervisory Public Affairs Specialist is now responsible for a staff of individuals that involves outreach and social media. The MSS/13 Supervisory IT Specialist will now oversee the staff of Election Registration Specialists (primarily database registration information clerks). That position will report directly to the MSS-15/ Supervisory IT Specialist.

In FY 19, BOE recruited and filled two newly created FTE positions: “Public Affairs Specialist” and “Paralegal Specialist”. The Public Affairs Specialist position is an outreach position that was created to focus on registration and voter services specifically toward students, returning citizens, and eligible incarcerated non-felons. In addition, BOE filled a vacant Election Services Specialist position in FY 2019.

The Executive Director will continue to evaluate the organizational chart, the needs of the agency based on FY 2018 election experiences, and the budget constraints of the agency with the goal of substantially improving productivity, efficiency and quality toward customer satisfaction.

2. Please provide a current Schedule A for the agency which identifies each position by program and activity codes, with the employee’s name, title/position, salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and

fringe and indicate whether the position must be filled to comply with federal or local law.

RESPONSE: See Attachment (Q2 Schedule A). BOE currently has 40 full-time employees (“FTEs”) on board. Our temporary work force expands to 30 or more “When Actually Employed” employees – commonly referred to as “WAEs” - during each scheduled and unscheduled election event. There are currently seven (7) permanent (regular) vacant positions, and their statuses are as indicated below:

Position	Status
(2) Election Services Specialist/ Assistant	One (1) position was posted and a selection has been made.
Public Affairs Specialist	Vacant. Position was recently vacated in December 2018; employee resigned. BOE may reprogram funds to create a new IT and a new Public Affairs position.
Special Assistant	Vacant. In anticipation of the retirement of the former staff member who served in this position, BOE began preparing to backfill the position and a candidate has been selected. We anticipate that an offer will be made by the end of February 2019.
Program Manager (Poll worker Recruitment/Training Division)	Vacant. BOE will recruit and fill this position in FY 19.
Supervisory IT Spec (DBA)	The position was posted and interviews were conducted. A candidate has been selected for the position.
Election Management Advisor	Vacant. BOE will recruit to fill this position.

3. Please list all employees detailed to or from your agency. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee’s projected date of return.

RESPONSE: There are no employees detailed either to or from the BOE.

4. Please provide the Committee with:

- a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned, as well as a description of all vehicle collisions involving the agency's vehicles in FY18 and FY19, to date; and

RESPONSE: BOE currently has three (3) leased vehicles: a 2018 Grand Caravan; a 2018 Transit 350 Van; and a 2006 Ford Express passenger van. BOE also owns a 2012 FE160 Mitsubishi box truck used for a variety of tasks, including delivery of election equipment and supplies, moving inventory between BOE's warehouse and outreach locations, polling places, and disposal of election materials. All vehicles are maintained at the warehouse and are utilized only by warehouse employees who must routinely travel to and from designated voter registration agencies and voter outreach activities. These vehicles are not assigned to any one employee.

The 2006 Ford Express passenger van was involved in an accident in FY 18 while parked and unoccupied in front of BOE's warehouse. A 26-foot rental truck backed into the van causing minor front hood damage. There were no injuries.

BOE's vehicle inventory is listed below:

Year	Make & Model	Leased or owned
2006	Chevrolet 15 passenger van	Lease
2012	Mitsubishi Box Truck	Own
2018	Dodge Caravan	Lease
2018	Ford Transit 250	Lease

- b. A list of travel expenses, arranged by employee for FY18 and FY19, to date, including the justification for travel.

RESPONSE: See Attachment (Q4b FY18_19 Employee Travel).

5. For FY18 and FY19, to date, please list all intra-District transfers to or from the agency and the purpose for each transfer.

RESPONSE: See the table, below.

Question 8

MOU

FY2018

Buyer	Seller	Purpose	FY2018 Amount of Transfer	Date of MOU	Termination Date
Board of Elections	DC Public Library	To utilize DCPL Facilities	\$ 2,126.00	6/13/2018	9/30/2018
Board of Elections	DC Public Library	To utilize DCPL Facilities	\$ 14,116.40	6/13/2018	9/30/2018
Board of Elections	Department of General Services	For Security Service	\$ 78,601.44	4/5/2018	9/30/2018
Board of Elections	Department of Public Works	To provide transportation services	\$ 12,336.16	6/21/2018	9/30/2018
Board of Elections	Department of Public Works	Waste Management	\$ 3,500.00	5/18/2018	9/30/2018
Board of Elections	Department of General Services	Parking Space	\$ 2,520.00	2/26/2018	9/30/2018
Board of Elections	DC Metropolitan Police Department	Ballot Box Escort Services	\$ 65,000.00	10/24/2018	9/30/2018
Board of Elections	DC Public Schools	To Utilize DCPS Facilities	\$ 50,532.32	5/25/2018	9/30/2018

FY2019

Buyer	Seller	Purpose	FY2019 Amount	Date of MOU	Termination Date
Board of Elections	DC Public Library	To utilize DCPL Facilities	\$ 23,953.12	10/18/2018	9/30/2019
Board of Elections	Department of General Services	For Security Service	\$ 100,287.53	10/18/2018	9/30/2019
Board of Elections	Department of Public Works	To provide transportation services	\$ 4,414.60	1/23/2019	9/30/2019
Board of Elections	Department of General Services	Parking Space	\$ 3,360.00	11/7/2018	9/30/2019

6. For FY18 and FY19, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:

- The revenue source name and code;
- The source of funding;
- A description of the program that generates the funds;
- The amount of funds generated by each source or program;
- Expenditures of funds, including the purpose of each expenditure; and
- The current fund balance.

RESPONSE: The BOE did not maintain, use, or have available for use any special purpose revenue accounts during FY 18 or FY 19 to date.

7. For FY18 and FY19, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

RESPONSE: Please see the table, below.

SmartPay (Credit) Cards					
Name	Title	Total Spent	Office Supplies	Contractual/Professional Services	Equipment
Fiscal Year 2018 (YTD)					
Berlinda Stanback	Elections Program Specialist	\$76,188.06	\$6,401.61	\$69,786.45	-
Kenneth McGhie	GEN COUNSEL	\$1,304.00		\$1,304.00	-
Sylvia Goldsberry-Adams	Deputy Director	\$98,008.38	\$6,689.05	\$74,857.49	
Karla Garcia	Managment Liaison Specialist	\$9,454.11	\$1,263.95	\$24,652.00	-
		\$184,954.55			
Fiscal Year 2019 (YTD)					
Berlinda Stanback	Elections Program Specialist				-
Kenneth McGhie	GEN COUNSEL	\$1,303.01	99.99	\$1,203.02	-
Sylvia Goldsberry-Adams	Deputy Director	\$50,380.38	\$17,761.45	\$32,618.93	
Karla Garcia	Managment Liaison Specialist	\$447.58	\$447.58		-
Stacey Baldwin	Staff Assistant	\$30,819.53	\$5,383.13	\$25,436.40	
		\$82,950.50			

The purchases indicated in the summary were made for: office and precinct supplies; IT supplies and equipment; conferences/registration fees/training; election supplies; poll worker novelty items; computers; computer peripheral equipment/software; postage services; shipping charges; newspapers, uniforms, hardware and industrial items; printing services; and repair shops and related services.

8. Please list all memoranda of understanding (“MOU”) entered into by your agency during FY18 and FY19, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.

RESPONSE: Please refer to the Board’s response to General Question #5.

9. Please summarize and provide the status of all existing capital projects and those in the financial plan, including a brief description, the amount budgeted by fiscal year, actual dollars spent, and any remaining balances (by type of funds). In addition, please provide:
 - a. An update on all capital projects concluded in FY17, FY18, and FY19, to date, including the amount budgeted, actual dollars spent, any remaining balances, and whether the project had an impact on the operating budget of the agency. If so, please provide an accounting of such impact.

RESPONSE: In May 2017, the Council approved a reprogramming of \$3 million in capital funds for BOE to procure a new voter registration and elections management database system. In January 2019, BOE received information from the District’s Office of Contracting & Procurement (OCP) that it had concluded evaluating proposals and anticipate awarding a contract soon. As of February 5, BOE was told that the contract is awaiting signature from the selected vendor. No capital funds have been expended to date.

BOE relocated to its current location at 1015 Half Street, SE on January 2, 2018 after close to 25 years at the former OJS location. This cost of the move was absorbed by capital funds through the Department of General Services (DGS) – BOE was not privy to the budget for the project. The DGS Project Manager and the DGS Reality Specialist, assigned to assist with the BOE move, were responsible for all of the financial negotiations associated with the capital funding of the project.

10. Please provide a list of all budget enhancement requests (including capital improvement needs) for FY18 and FY19, to date. For each, include a description of the need, the amount of funding requested, and whether the request was approved or denied.

RESPONSE: See Attachment Q10 (Budget Enhancement Request).

11. Please list, in chronological order, each reprogramming in FY18 and FY19, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, and within the agency. For each reprogramming, list the date, amount, program and activity codes, rationale, and reprogramming number.

RESPONSE: Please see the table, below.

Board of Elections					
Budget Reprogramming					
Fiscal Year 2018					
Date	Description	Program / Activity Code	Amount Needed	Revised Budget (Local Funds)	Rationale
1/18/2018	Contingency Cash Reserve Funds were reprogrammed to the Agency to provide temporary workers and to purchase needed equipment in order to support the 2018 Elections.	4040A	\$1,300,000.00	\$9,207,002.71	The funds were needed to purchase equipment, hire and train temporary workers for the 2018 election season.
9/26/2018	Funds were moved within the Agency's budget from PS to NPS	4004	\$275,000.00	\$9,207,002.71	The funds were needed to cover increased NPS service cost associated with preparations for both the 2018 June Primary and November
Fiscal Year 2019 (YTD)					
Date	Description	am / Activity	Amount Needed	Amount Needed	
N/A					

12. Please list each grant or sub-grant received or distributed by your agency in FY18 and FY19, to date. List the date, amount, source, purpose of the grant or sub-grant received or distributed, and amount expended.

RESPONSE: Please see the table, below. The purpose of the Help America Vote Act (HAVA) is to improve the administration of elections for federal office, including the enhancement of technology and the security of voting systems used in federal elections.

RESPONSE: Please see the table, below.

Question 12						
		Grant Award	Grant Amount Budgeted	Grant Name	Amount Expended	Start/End Date
FY 2018						
DLO	HAVA	HAVA18/18	\$ 3,000,000.00	Help America Vote Act	\$ 399,400.00	HAVA funds were loaded on 10/24/2018 and are good thru March 2023
FY 2019						
DLO						
DLO						

- a. How many FTEs are dependent on grant funding at your agency? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?

RESPONSE: Please see the table, below.

Question 12A		
FTE Support	Terms of this Funding	Plan to Continue Funding FTE after funds are expired
1.5 FTE's	In DC's program narrative, \$450,000.00 was designated for personnel expenses over a three year period.	Will need to request additional Local support for FTE's.

13. Please list each contract, procurement, and lease, entered into, extended, and option years exercised by the agency during FY18 and FY19, to date. For each contract, please provide the following information, where applicable:
 - a. The name of the contracting party;
 - b. The nature of the contract, including the end product or service;
 - c. The dollar amount of the contract, including amount budgeted and amount spent;
 - d. The term of the contract;
 - e. Whether the contract was competitively bid;
 - f. The name of the agency's contract monitor and the results of any monitoring activity; and
 - g. The funding source.

RESPONSE: See Attachment (Q13 FY 18_19 Contracts/Purchase Orders).

14. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in agency practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.

RESPONSE: The Board of Elections is involved in two pending cases concerning Referendum 008 (*Valerie Graham et al. v. Board of Elections*, 2018 CA 008278 B) (*Board of Elections v. Valerie Graham et al.*, 18-CV-1348). Neither case exposes the District to significant financial liability. The Board has already adopted proposed rules in an effort to address some of the issues raised in Plaintiffs' amended complaint.

On December 3, 2018, Plaintiffs filed suit in Superior Court for writ of mandamus based on the following objections/claims: (1) The Board of Elections did not give proper notice of its November 9, 2018 Meeting; (2) Referendum 008 is an improper subject; (3) The formulated summary statement for Referendum 008 is misleading; (4) The Board of Elections failed to provide the public information about how to object to the formulated summary statement; (5) Referendum 008 is improper because it would have a retroactive effect; and (6) The Board of Elections violated the Open Meetings Act in its consideration of the formulated short title and summary statement at the November 9, 2018 meeting.

On December 4, 2018, the Superior Court entered an order modifying Referendum 008's summary statement, as agreed to by all parties during a hearing held on the same date (Count 3). On December 11, 2018, Plaintiffs withdrew Counts 3 and 6 of their Amended Complaint. On December 12, 2018, the Superior Court granted the Board of Elections' motion to dismiss Counts 4 and 5. Further, the Superior Court granted Plaintiffs' motion for summary judgment on Count 1 and entered an order permanently enjoining the Board of Elections from taking any further action on the Referendum 008 petition after its receipt. With respect to Count 2, the Superior Court denied the Board of Elections' motion to dismiss and also denied Plaintiffs' motion for summary judgment. Plaintiffs have not withdrawn Count 2 and the matter is still pending in Superior Court.

On December 17, 2018, the Board of Elections filed a Notice of Appeal with the Superior Court and an interlocutory appeal is pending in the Court of Appeals. All parties are awaiting a briefing schedule to be determined by the Court.

15. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY18 or FY19, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

RESPONSE: The Board settled eight Petitions for Enforcement submitted by the Office of Campaign Finance (OCF) for campaign finance reporting violations during the relevant period. The respondents failed to file required financial disclosure statements. These settlements resulted in the filing of missing financial disclosure statements and reduced fines. Those parties include the following: Rickey Williams Jr. (fine reduced to \$75.00); the Gertrude Stein Democratic PAC (4 matters resolved by the Office of Campaign Finance, and the fine was suspended by the Office of Campaign Finance); Angel Sherri Alston (fine of \$100.00 paid); Thomas Smith (fine reduced to \$50.00); and Sean Wieland (fine was suspended by the Office of Campaign Finance).

16. Please list the administrative complaints or grievances that the agency received in FY18 and FY19, to date, broken down by source. Please describe any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY18 or FY19, to date, describe the resolution.

RESPONSE: There were no administrative complaints or grievances taking issue with the agency's policies and or procedures during the relevant period.

17. Please list and describe any complaints or allegations of sexual harassment or other forms of sexual misconduct received by the agency in FY18 and FY19, to date, whether or not those complaints or allegations were resolved.

RESPONSE: The Board is fully in compliance with Mayor's Order 2017-313. The Board received no allegations of sexual harassment or other forms of sexual misconduct in FY18 and FY19, to date.

18. Please list and describe any ongoing investigations, audits, or reports on or of the agency, or any investigations, studies, audits, or reports on the agency that were completed in FY18 and FY19, to date.

RESPONSE: There are no current or ongoing investigations, audits, or reports concerning the Board of Elections or any of its employees. There were no completed investigations, studies, audits or reports concerning the Board of Elections or any of its employees during FY18 and FY19 to date.

19. Please describe any spending pressures the agency experienced in FY18 and any anticipated spending pressures for the remainder of FY19. Include a description of the pressure and the estimated amount. If the spending pressure was in FY18, describe how it was resolved, and if the spending pressure is in FY19, describe any proposed solutions.

RESPONSE: Please see the table, below. At the onset of FY 19, BOE learned that it was facing a spending pressure, having to unexpectedly administer a Ward 4 Special Election. OFRM reached out to budget authorities and was able to secure \$290,000.00 in local funding, which cured the spending pressure.

Board of Elections			
Spending Pressure			
Fiscal Year 2018			
Date	Description	Amount Needed	Resolution
1/29/2018	The Agency anticipates a spending pressure due to 1) the inability of the FY 2018 budget to fully fund FTEs 2) additional FTEs needed to carry out the agency's on-going responsibilities, and 3) This year's planned office relocation.	\$1,250,000.00	The Agency received \$1.3 million in Contingency Cash
Fiscal Year 2019 (YTD)			
Date	Description	Amount Needed	Resolution
11/27/2018	The Agency anticipates a spending pressure due to 1) the inability of FY2019 budget to fully fund the mandates and the unscheduled Special Election.	\$290,000.00	The Agency received \$290,000 in Contingency Cash for the December 2018 Special Election

20. Please provide a copy of the agency's FY18 performance plan. Please explain which performance plan objectives were completed in FY18 and whether they were completed on time and within budget. If they were not, please provide an explanation.

RESPONSE: See Attachment (Q20 FY 18 Performance Plan).

21. Please provide a copy of your agency's FY19 performance plan as submitted to the Office of the City Administrator.

RESPONSE: See Attachment (Q21 FY 19 Performance Plan).

22. Please describe any regulations promulgated by the agency in FY18 or FY19, to date, and the status of each.

RESPONSE: Please see the table, below.

Affected Chapters and Brief Summary of Rulemaking Action	Status
Chapters 10, 11, 14-17 Rules governing the use of electronic petitions to implement the Ballot Access Modernization Amendment Act of 2016	Final Rulemaking published at 65 DCR 5644 (May 18, 2018); Rules codified on dcregs.dc.gov
Chapters 1, 2, 4, 5, 7, 8, 17, 33 Rules to implement the Automatic Voter Registration Act of 2016 and various other minor amendments	Final Rulemaking published at 65 DCR 6543 (June 15, 2018); Rules codified on dcregs.dc.gov
Chapter 30 Amendment to the expenditure limit for constituent-service programs to comply with the Board of Ethics and Government Accountability and Comprehensive Ethics Reform Amendment Act of 2011	Final Rulemaking published at 65 DCR 13207 (November 30, 2018); Rules codified on dcregs.dc.gov
Chapter 5 Clarifying and expansion of rules for individuals to obtain a confidential voter status	Emergency and Proposed Rulemaking published at 65 DCR 14152 (December 28, 2018)
Chapters 42 and 43 Rules to implement the Fair Elections Amendment Act of 2018	Proposed Rulemaking published at 66 DCR 77 (January 4, 2019)
Chapter 10 Clarifying rules for the fair and efficient administrative processing of initiative and referendum measures	Proposed Rulemaking published at 66 DCR 676 (January 18, 2019)

23. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or for which it contracted in FY18 and FY19, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

RESPONSE: See Attachment (Q23 after Action Report). On February 2, 2019, the Board posted the 2018 General Election After-Action Report containing certain data and information concerning the 2018 General Election pursuant to D.C. Official Code § 1-100

1.05(K) and 3 DCMR § 817. The report contained, among other things, the following information:

- The total number of ballots cast and counted, with subtotals for each type of ballot;
- The total number of spoiled and special ballots not counted;
- The total number of persons registered to vote more than thirty (30) days preceding the election, broken down by party, ward, and precinct;
- The number of persons who registered to vote between thirty (30) days preceding the election and the date of the election;
- The number of persons who registered to vote at an early voting center;
- The number of persons who registered to vote on Election Day;
- The number of polling place officials at each precinct, broken down by position title;
- Copies of any unofficial summary reports generated by the Board on election night;
- A summary of issues identified in Precinct Captain or Area Representative reports; and
- Performance measurement data of polling place officials.

Also on February 1, 2019, the Board submitted an initial data set regarding voter registration and election administration in the District of Columbia from November 2016 through November 2018 for inclusion in the 2018 Election Administration and Voting Survey (EAVS). (The final data set will be submitted on March 1, 2019.) EAVS contains the most comprehensive nationwide data about election administration in the United States. Through the submission of data to EAVS, the Board fulfilled its data collection requirements under the Uniformed and Overseas Citizens Absentee Voting Act (UOCA VA) and the National Voter Registration Act (NVRA), and related provisions of the D.C. Official Code.

EAVS includes information related to:

- Voter registration;
- Military and overseas voters;
- Early and absentee voting;
- Provisional voting;
- Voter participation;
- Voting equipment usage; and
- Poll workers, polling places, and precincts.

24. Please separately list each employee whose salary was \$100,000 or more in FY18 and FY19, to date. Provide the name, position number, position title, program, activity, salary, and fringe. In addition, state the amount of any overtime or bonus pay received by each employee on the list.

RESPONSE: Please see the list, below.

FY2018**Question 24**

Prgm						
Name	Title	Position #	Salary	Fringe	Code	Activity
Christensen, Renee K	Attorney Advisor	00000588	107,536.00	19,679.09	1060	1060
McGann Jr., Rudolph M	Attorney Advisor	00001216	127,084.00	23,256.37	1060	1060
McGhie, Kenneth J	General Counsel	00002061	184,971.17	33,849.72	1060	1060
Brooks, Karen F	Registrar of Voters	00016854	107,780.02	19,723.74	4002	4002
Miller, Alice P	Executive Director	00021388	179,107.73	32,776.71	1090	1090
Lynn-Dyson, Karen	Special Assistant	00046577	143,221.50	26,209.53	1090	1090
Fagan, Antoine	Supvy Info Tech Spec	00071838	147,441.66	26,981.82	1040	1040
Maeruf, Mohammed	Supervisory IT Specialist	00071839	143,221.50	26,209.53	1040	1040
Stroud, Terri D	Policy Advisor	00090854	127,107.00	23,260.58	4004	4004
Goldsberry-Adams, Sylvia	Deputy Director	00091420	154,500.00	28,273.50	4004	4004
Coll, Rachel	Supervisory Public Affairs Specialist	00095359	125,500.00	22,966.50	1080	1080

FY2019

Prgm						
Name	Title	Position #	Salary	Fringe	Code	Activity
Christensen, Renee K	Attorney Advisor	00000588	\$ 109,687.00	\$ 19,853.35	1060	1060
McGann Jr., Rudolph	Attorney Advisor	00001216	\$ 129,625.00	\$ 23,462.13	1060	1060
McGhie, Kenneth J	General Counsel	00002061	\$ 188,670.59	\$ 34,149.38	1060	1060
White, LaDawne L	Public Affairs	00009282	\$ 101,523.00	\$ 18,375.66	1080	1080

	Specialist					
Jackson, Shirley A	Public Affairs Specialist	00009282	\$ 104,252.00	\$ 18,869.61	1080	1080
Brooks, Karen F	Registrar of Voters	00016854	\$ 109,935.62	\$ 19,898.35	4002	4002
Miller, Alice P	Executive Director	00021388	\$ 182,689.88	\$ 33,066.87	1090	1090
Fagan, Antoine	Supvy Info Tech Spec	00071838	\$ 150,390.49	\$ 27,220.68	1040	1040
Maeruf, Mohammed	Supervisory IT Specialist	00071839	\$ 146,085.93	\$ 26,441.55	1040	1040
Stroud, Terri D	Policy Advisor	00090854	\$ 129,649.14	\$ 23,466.49	4004	4004
Goldsberry-Adams, Sylvia	Deputy Director	00091420	\$ 157,590.00	\$ 28,523.79	4004	4004
Coll, Rachel	Supervisory Public Affairs Specialist	00095359	\$ 128,010.00	\$ 23,169.81	1080	1080

25. Please list in descending order the top 25 overtime earners in your agency in FY18 and FY19, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned.

RESPONSE: See Attachment (Q25 FY 18_19_Top Overtime Earners).

26. For FY18 and FY19, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

RESPONSE: During fiscal years 2018 and 2019 (to date), there were no employees that received bonuses or special pay awards.

27. Please provide each collective bargaining agreement that is currently in effect, **and differs from that submitted last year**, for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and its anticipated completion.

RESPONSE: There are no collective bargaining units at BOE.

28. If there are any boards or commissions associated with your agency, please provide a chart listing the names, confirmation dates, terms, wards of residence, and attendance of each member. Include any vacancies.

RESPONSE: See the chart, below.

Board Member	Confirmation Date	Term Expiration	Ward of Residence	Regular Board Meeting Attendance
Michael Bennett	10/2/2018	7/7/2021	4	11
Dionna Lewis	1/5/2016	7/7/2019	7	12
Michael Gill	12/5/2017	7/7/2020	4	10

29. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).

RESPONSE: See the listing, below.

Election Administration and Voting Survey (EAVS)

- Submitted to the Election Assistance Commission (EAC) and to the Mayor.
- Report due by February 1 of each odd-number year.
- Report is required under federal and District law. DC Official Code § 1-1001.05 (j).
- Currently in compliance; initial data set was submitted on February 1, 2019.

After Action Report

- Posted on Board's website.
- Report due within 90 days following a general election.
- Report is required under District law; DC Official Code § 1-1001.05 (k).
 - The After Action Report from the 2018 General Election was posted to the Board's website on February 2, 2019.

New Employee Salary and Residence Reports

- Submitted to the Mayor and Council.
 - Report due annually, typically submitted in the Performance Oversight Hearing Responses.
 - Report is required under District law. DC Official Code § 1-1001.05 (e)(1)(C) ("The Board shall submit to the Mayor and Council annual reports detailing the names of all new employees, their pay schedules, titles, and place of residence.").

- Currently in compliance.

Manual Audit Report

- Posted on Board's website.
- Report due before certification of election results.
 - Report required under District law. DC Official Code § 1-1001.09a (j) ("The Board shall publish on its website and make available for public inspection a report of results of the manual audit before certification of the official election results.").
- Currently in compliance; last report posted on November 15, 2018.

Voter Registration Activity Report

- Published in the DC Register.
- Report is due monthly, on the 3rd Friday of each month.
 - Report is required under District law. DC Official Code § 1-1001.05 (a)(7) (The Board shall "[p]ublish in the District of Columbia Register on the 3rd Friday of every month, the total number of qualified electors registered to vote in the District as of the last day of the month preceding publication. Such notice shall be broken down by ward and political party affiliation, where applicable, and shall list the total number of new registrants, party changes, cancellations, changes of names, and/or addresses processed under each category.").
- Currently in compliance; last report published January 18, 2019.

Freedom of Information Act Report

- Submitted to the Mayor's Office of Legal Counsel.
- Report is due after the close of each fiscal year.
- Report is required under District law. DC Official Code § 2-538 (a).
- Currently in compliance.

Annual Agency Accountability Report

- Submitted to the Office of the City Administrator.
- Report is due before January 15 of each year.
- Report is required under District law. DC Official Code § 1-614.13.
- Currently in compliance.

Agency Operations

30. Please describe any initiatives that the agency implemented in FY18 or FY19, to date, to improve the internal operations of the agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

RESPONSE: In FY18, the DCBOE launched a new website. The design provided a more user-friendly layout, including section 508 accessibility-compliant features with larger text and more menu options. The DCBOE also partnered with Nextdoor, the app for neighborhoods, in order to reach city residents by ward. DCBOE held a press conference with Next door's public affairs division in an effort to spread public awareness of this new means of communication between the Board and District residents. The Board also created a suite of six educational brochures to inform the public on registration and election related matters. The Board further created three educational videos for use on the DCBOE YouTube channel, and aired shorter versions of these videos as commercials on Comcast Spotlight and DC Cable 13. In partnership with its website vendor, DataNet, DCBOE created a new platform for real-time Election night results displayed in a user-friendly, navigable format so that results could be viewed in real time, precinct by precinct. This initiative was included in the DCBOE's contract with DataNet, which provided for the development of the re-designed website platform.

The Board's Voter Education and Outreach Division (VEOD) launched and implemented the Adopt-A-Precinct pilot program prior to the June 19, 2018 Primary Election. Adopt-A-Precinct is a partnership program intended to increase civic involvement and community participation. Through this program, DCBOE developed new partnerships with several community groups and organizations based in the District. Participating groups and organizations "adopted" polling places in Wards one through eight, and provided volunteers to serve as poll workers on Election Day. DCBOE secured nine community partners to adopt 13 target precincts on Election Day. (See the tables, below).

The costs for Comcast and D.C. Cable advertising for both the Primary and General Elections were \$19,998.50 and \$2,520.00, respectively.

The cost of the brochures was \$4,040.00.

The website redesign and Election night reporting upgrades cost \$140,641.00.

There was no cost associated with Nextdoor partnership or the Adopt-A Precinct project.

2018 Adopt-A-Precinct - Target Precincts (Primary Election)

Precinct Number	Ward	Name of Location	Address	Organization
8	3	Palisades Community Library	4901 V Street, NW	National Football League Players Association
19	5	Dunbar High School	101 N Street, N.W.	Delta Sigma Theta Sorority – Federal City Alumnae Chapter
10	3	Horace Mann Elementary School	4430 Newark Street, NW	Delta Sigma Theta Sorority – Federal City Alumnae Chapter
65	4	LaSalle Elementary School	501 Riggs Road, NE	Sigma Gamma Rho Sorority – Phi Sigma Chapter
74	5	Noyes Education Campus	2725 10 th Street, NE	Friends of the Woodridge Library
78	5	Trinidad Recreation Center	1310 Childress Street, NE	Second Church of God
89	6	Eastern Market	225 7 th Street, SE	Voices for a Second Chance
91	6	Watkins Elementary School	420 12 th Street, SE	Voices for a Second Chance
83	6	J.O. Wilson School	660 K Street, NE	Voices for a Second Chance
31	3	St. Columba's Episcopal Church	4201 Albemarle Street, NW	Voices for a Second Chance
102	7	Dorothy Height Public Library	3935 Benning Road, NE	St. Luke's Catholic Church
116	8	The ARC	1901 Mississippi Avenue, SE	Matthew's Memorial Baptist Church
140	8	Anacostia High School	1601 16 th Street, SE	National Association for the Advancement of Returning Citizens

For the 2018 General Election, DCBOE partnered with five community groups and organizations. There were two groups – the Federal Alumnae Chapter of Delta Sigma Theta Sorority, Inc. and the 801 East Men’s Shelter – that were each able to provide approximately 12 participants. These groups “adopted” two precincts each for the Election. A total of seven target precincts were adopted for the General Election.

2018 Adopt-A-Precinct - Target Precincts (General Election)

Precinct Number	Ward	Name of Location	Address	Organization
19	5	Dunbar High School	101 N Street, N.W.	Delta Sigma Theta Sorority, Inc. – Federal City Alumnae Chapter
10	3	Horace Mann Elementary School	4430 Newark Street, NW	Delta Sigma Theta Sorority, Inc. – Federal City Alumnae Chapter
31	3	St. Columba’s Episcopal Church	4201 Albemarle Street, NW	Salvation Army
102	7	Dorothy Height Public Library	3935 Benning Road, NE	St. Luke’s Catholic Church
140	8	Anacostia High School	1601 16 th Street, SE	801 Men’s Shelter
28	3	Annunciation Parish	3810 Massachusetts Avenue, NW	Salvation Army & Ron Brown College Preparatory High School Parent-Teacher Organization
122	8	Ballou High School	3401 4 th Street, SE	801 Men’s Shelter

DCBOE partnered with the Bipartisan Policy Center on Erase the Line, a program that trained poll workers to evaluate precinct crowds on an hourly schedule on Election Day so as to assess the causes of any crowd or line delays. This initiative was free of charge.

31. What are the agency’s top five priorities? Please explain how the agency expects to address these priorities in FY19. How did the agency address its top priorities listed for this question last year?

RESPONSE: BOE's high-level priority continues to be the successful administration of elections, achieved through comprehensive efforts to engender an informed electorate, maintain a secure, accurate, and up-to-date voter registry, and administer efficient, inclusive, and accessible elections. To achieve that end, BOE plans to:

- Successfully implement the new Voter Registration/Election Management System, the procurement process for which will soon be completed, well in advance of the 2020 election cycle
- Intensify our efforts to maintain an accurate and up-to-date voter registry through consistent use of data yielded from the Electronic Registration Information Center (ERIC) and the State and Territorial Exchange of Vital Events (STEVE) database
- Develop engaging and targeted voter education and outreach programs and materials that will educate all potential and existing voters - including the youth, senior citizens, people with disabilities, people with language access needs, returning citizens, underrepresented populations, *etc.* - not only about BOE programs and processes, but also about their rights and responsibilities in the electoral process, and how they can contribute to the successful administration of elections
- Leverage technology to improve all aspects of voter registration and election administration. For example, we are exploring the feasibility of launching a web-based ballot access program similar to Cook County, Illinois' Running for Office Starter Kit (<https://www.cookcountyclerk.com/service/running-office-starter-kit>) here in the District
- Establish a Continuing Election Poll Worker Training program so that election workers are able to review, reinforce, and upgrade their existing knowledge and skills in various ways during the "off" years
- Partner with federal and local agencies to enhance the security of all election systems

32. Please list each new program implemented by the agency during FY18 and FY19, to date. For each initiative, please provide:

- a. A description of the initiative;
- b. The funding required to implement the initiative; and
- c. Any documented results of the initiative.

RESPONSE: Please see response to Question #30.

33. What are the top metrics regularly used by the agency to evaluate its operations? Please be specific about which data points are monitored by the agency.

RESPONSE: After each election held in the District since 2010, the Board has published an after-action report containing the data listed in the response to General Question #23.

A section of the after-action report is dedicated to the performance of polling place workers and other election officials. This section contains data on the following key performance indicators:

- Percent of Election Day polling places opened on time
- Percent of voting equipment opened on time
- Percent of polling places with voting data returned to headquarters by midnight on Election Night
- Percent of poll workers who properly returned ballots and other key elections materials (delivery confirmation forms, ballot accounting forms, captain's notebooks, *etc.*) to headquarters by midnight on Election Night

Additionally, the Board includes in its performance plans figures related to its ongoing list maintenance activities, which are undertaken to ensure an accurate voter registry. Specifically, the Board monitors the number of deceased, duplicate, incarcerated felons, and out-of-District movers it removes from the registry on a quarterly basis, as well as the number of legacy birthdates it corrects.

34. Please list any task forces and organizations of which the agency is a member.

RESPONSE: Staff of the agency belongs to The Election Center, The National Association of State Election Directors (NASED), Electronic Registration Information Center, Inc. (ERIC), the US Election Assistance Commission (EAC) Standards Board, the National Association of Secretaries of State (NASS) Elections Committee, the US Department of Homeland Security (DHS) Election Infrastructure Subsector 44 Coordinating Council and the Multi-State Information Sharing and Analysis Center (MS-ISAC).

35. Please explain the impact on your agency of any legislation passed at the federal level during FY18 and FY19, to date, which significantly affected agency operations.

RESPONSE: No federal legislation passed in FY18 and FY19 to date has significantly affected Board of Elections operations.

36. Please identify all electronic databases maintained by the agency, including the following:

- a. A detailed description of the information tracked within each system; and
- b. The age of the system and any discussion of substantial upgrades that has been made or is planned to the system.

Response: Please see the table, below.

Databases	Information Tracked	Public Access	Age of System	Completed and Upcoming Upgrades
“Integrity” Voter Registration Database System	Voter registration and election management system solution to track elections, candidate requests, voter registrations pertinent to voter’s registration data elements, and voter history.	Yes. The public can access certain portions of Integrity to obtain publicly available voter registration data elements, polling place locations, etc. at the BOE’s workstations	At least 22 years old.	No upgrades to Integrity are pending. The Board is currently waiting for the contract to procure a new voter registration (VRS) to be executed through OCP. The new VRS will replace Integrity.
Election Systems & Software (ES&S) ElectionWare Election Management and Tabulation Database System	Builds, manages elections and tabulates election results. Tracks ballots, candidates, offices, precincts, and election media.	No	Almost 3 years old	System installed in 2016 and updated in 2018 with new version of the software with pending additional updates due this Spring. The new version includes support for Verizon and AT&T 4G modems and upgrades for all COTS software and other libraries used in the hardware to the latest NIST standards.
Easy Vote (Poll Worker Database)	Contact information and performance history for poll workers.	No. This database does not contain any personal information, and is used solely for election worker staffing.	3 years old	This system was disabled after the 2018 Primary election due to constant performance issues and the vendor’s inability to provide a solution.
eSign (Digital Petition)	It allows campaigns to collect and submit digital signatures using iPad tablets and improves the accuracy of the petition process by verifying the signatures and status of registered voters.	The end users (circulators & voters) can only view their specific information before signing a petition.	Over 12 months old	DCBOE procured eSign in 2017. This software as a Service (SaaS) resides on a government cloud platform. The pending upgrades will allow for eSign app to be downloaded from users’ personal devices at home.

37. Please provide a detailed description of all existing technology and any new technology acquired or leased in FY18 and FY19, to date, including the age (if existing), cost, (if newly acquired), where it is used, and what it does. Please describe the technology’s projected lifespan and explain if there have there been any issues with implementation

- a. For any elections technology purchased or leased in FY18 and FY19, please provide the total cost for the purchase or lease and the source of the funds utilized.

RESPONSE: Please see the table, below.

Fiscal Year	Cost	Technology	Purpose
FY18 & FY 19	(“Help America Vote Act” (HAVA) funds \$30,000.00	Democracy Live Audio-enabled Sample ballot software solution for persons with disabilities	DCBOE renewed its services with the vendor to build an accessible sample ballot for the 2018 elections. This service was audio-enabled and compatible with all major screen readers, tactile switches, closed captioning and sip and puff systems. In addition, District voters could download or print their choices on the sample ballot using their computer, tablet or smart phone.
FY18	Local funds \$2,000.00	Cradle point Enterprise Wireless Router technology enables wireless internet access through mobile broadband network.	DCBOE purchased 10 new enterprise routers to assist at the additional Early Voting centers in 2018. These enterprise routers provided enhanced data security, connection flexibility & multi-carrier failover for a more secure communication for the electronic pollbooks.
FY18	HAVA funds \$50,000.00 for initial set-up/configuration, license, maintenance & support, and cloud solution	eSign – Mobile Petition Application	See information on eSign in Q. 36.
FY18	\$9,500.00 Local funds	QLESS- Software as services – Customer	A customer service portal that allows visitors to check-in via queue. The queue management system boosts productivity and

		Queue -line management solution.	improves customer service.
FY 18	\$17,500.00 Local funds	Easy Vote (Poll worker Database)	See information on Easy Vote in Q36.
FY18	\$1,400.00 Local funds	GFI Languard Network security scanner and patch management software	This software is a network security scanner that provides vulnerability assessments, and is a patch management tool that remediates vulnerabilities to the internal network.
FY19	\$5,110.70 Local funds	Security Cameras	In 2018, DCBOE replaced legacy camera's with analytical surveillance cameras for monitoring the Board's voting equipment.

38. Please provide an update on the procurement of a new voter registration system.

RESPONSE: The Board, in conjunction with the Office of Contract and Procurement (OCP) has selected a vendor for the new voter registration system. BOE is currently waiting for the contract to be awarded.

39. How does the Board plan to advertise the 2020 primary and general elections to the electorate, specifically for communities that are not particularly knowledgeable about local elections? Does the Board intend to survey other jurisdictions' elections agencies for innovative communications and outreach strategies?

RESPONSE: Through the use of:

- a. Newspaper advertising
- b. Television and radio advertising and public service announcements
- c. Press releases posted to the website
- d. Social media posting (Twitter, Facebook, Instagram, Nextdoor)
- e. Information sharing via the DCBOE website
- f. Voter Outreach Events and Voter Registration Drives
- g. Mailers to Eligible but Unregistered Voters
- h. Mailing of the Voter's Guide
- i. Advertising on metro buses and in metro stations
- j. Podcasting and video blogging("vlogging")
- k. Mailed postcards with pertinent information to voters and eligible residents

DCBOE staff regularly attends Election Center workshops, and conferences, National Association of State Election Directors (NASED) conferences, EAC Standards Board conferences, and other election-related meetings where election officials from across the country and from varying types of jurisdictions share and exchange information, and where outreach strategies and voter education are frequently discussed. Through the Executive Director's membership on the Election Center's Board of Directors, BOE has firsthand access nationwide to outreach strategies and innovations as well as initial results to survey requests. The Board is regularly considering new strategies and is open to strategies recommended by other jurisdictions.

40. Please describe the Board's voter registration activities during FY18 and FY19, to date.

RESPONSE: Staff reached out to all 21 public high schools in the District of Columbia to schedule voter registration/election information events. The Board worked with the administrative staff of the School Board to assist with coordinating this effort. The Board received responses back from 12 of the schools and conducted a number of voter registration drives at those public schools before the Primary and General Elections. These events resulted in 654 new registrations over the course of FY 2018. The DCBOE further attended monthly naturalization ceremonies at the United States District Court for the District of Columbia; between July and October, the Board registered 393 new United States citizens to vote at these events. The DCBOE also participated in 53 community events, meetings, and special presentations designed to encourage District residents to register to vote in advance of the General Election. Staff also visited 28 nursing homes so that residents could complete absentee ballots prior to the General Election, and collected 127 absentee ballots from residents within the D.C. Central Correctional and Central Treatment facilities. Finally, in recognition of National Voter Registration Day on Tuesday, September 25, the DCBOE partnered with the Washington Nationals and operated voter registration tables during the Nats v. Marlins 7:05 pm game on that day. DCBOE staff attended various other registration events during National Voter Registration Week, and participated with regular partners throughout the District to enfranchise voters.

- a. How, specifically, does the Board focus its registration efforts on areas of the District or particular populations (*e.g.*, students, young people, or residents in Wards 7 and 8) that have low registration rates?

RESPONSE: Staff participated in 12 voter registration drives and community events in Wards 7 and 8. Team members engaged residents about voting, and facilitated voter registration drives at the summer outreach events including DPW Truck Touch, farmers' markets, civic association meetings, and similar such activities to inform residents on the registration process.

- b. How does the Board ensure that voter registration agencies comply with D.C. Code § 1-1101.07(d), particularly DCPS and DCPL, which were newly designated as voter registration agencies in the FY19 budget?

RESPONSE: The DCBOE is in the final stages of publishing and circulating a manual which will standardize the process for each Voter Registration Agency. The Board further

intends to hold on-and off-site trainings with representatives from each agency, so as to allow for questions and answers, and feedback from partners.

- c. How many applications and changes of address were transmitted to the Board by voter registration agencies in FY18 and FY19, to date? Please list the number by agency.

RESPONSE: Please see the table, below.

QUESTION #40 C		
	New Applications FY18	CHANGES OF ADDRESS FY18
NVRA AGENCY		
DEPARTMENT OF MOTOR VEHICLE	11,311	21,679
DEPARTMENT OF HUMAN SERVICES' (DHS) ECONOMIC SECURITY ADMINISTRATION (ESA)	146	218
DEPARTMENT ON DISABILITY SERVICES	37	30
OFFICE OF AGING	2	0
DEPARTMENT OF PARKS AND RECREATION	0	0
DEPARTMENT OF CORRECTIONS	75	80
DEPARTMENT OF HEALTH (DOH)'S SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS, AND CHILDREN (WIC)	0	0
	NEW Applications FY19	Changes of Address FY19
NVRA AGENCY		
DEPARTMENT OF MOTOR VEHICLES	596	6,799
DEPARTMENT OF HUMAN SERVICES' (DHS) ECONOMIC SECURITY ADMINISTRATION (ESA)	74	96
DEPARTMENT ON DISABILITY SERVICES	9	6
OFFICE OF AGING	0	0
DEPARTMENT OF PARKS AND RECREATION	0	0
DEPARTMENT OF CORRECTIONS	29	10

DEPARTMENT OF HEALTH (DOH)'S SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS, AND CHILDREN (WIC)	0	0
DC PUBLIC LIBRARY	0	1
FY18 - FY19		
DEPARTMENT OF YOUTH REHABILITATION SERVICES AND DC PUBLIC/CHARTER SCHOOLS	305	

- d. What measures is the Board taking to increase voter registration at designated voter application distribution agencies? Has the Board conducted a review of voter registration at these locations?

RESPONSE: DCBOE staff conducted hour long training with Department of Health (DOH) staff on their compliance obligations as a National Voter Registration Agency. At the conclusion of this training, staff was assumed that access to a formal DCBOE manual would be available once the manual was completed and finalized. The Board intends to circulate the above-referenced manual containing detailed information along with voter registration applications to each agency. The Board further intends to train agency staff to assist customers in downloading and using the Vote4DC mobile app, so that users may confirm and update their registration status.

- e. How does the Board measure the success of its Ward Outreach Coordinators? Are these permanent positions?

RESPONSE: Twenty-five Ward Outreach Coordinators were recruited for the Primary and General Elections in 2018. Between the two elections, these coordinators visited 51 nursing homes/senior living facilities citywide. They further attended, along with other BOE staff, 85 community events, meetings, and presentations with voter registration information to enfranchise attendees. The Ward Outreach Coordinators are seasonal positions. They are used during the election cycle to assist with voter registration and absentee balloting at nursing homes/senior living facilities.

- f. Please provide voter registration data for all registered voters by age and Ward. Also provide all totals in percentages of eligible voters.

RESPONSE: See Attachment (Q40f VR Age Group/Ward).

41. How many DCPS and public charter students and DYRS youth were registered to vote in FY18 and FY19, to date? How, specifically, does the Board work with relevant agencies to ensure that these individuals are registered to vote?

RESPONSE: 654 students were registered between the Primary and General Election onsite at various public schools throughout the District. The Board will continue to reach out to schools to pursue additional registration events onsite in anticipation of 2020.

- a. What protocols are in place to pre-register students and youth in DYRS custody?

RESPONSE: DCBOE ensures that DYRS has sufficient supplies of voter registration applications for the eligible youth to pre-register. Further, staff attends meetings and voter registration drives at these locations, and often reaches out to the administrative staff at events to discuss the importance of registering to vote.

- b. How many schools did the Board visit in FY18 and FY19, to date? How many schools does the Board plan to visit prior to the 2020 primary and general elections?

RESPONSE: Please see response to question 40. As is the Board's custom, and with the recent hire of the new outreach public affairs specialist dedicated to registering students, BOE will make a concentrated effort to increase the number of schools visited and the number of students registered prior to the primary and general elections.

42. How did the Board engage students in anticipation of the 2018 primary and general elections? How does the Board plan to engage students prior to the 2020 elections?

RESPONSE: The Board recruited student poll workers each time its staff attended a voter registration drive at any DC Public School. Furthermore, the Board collaborated with Mikva Challenge, an organization dedicated to developing civic engagement in the District's youth, to register new voters and recruit student poll workers. The DCBOE received significant positive feedback about the student poll workers who volunteered their time on Election Day, and will actively work to recruit the same workers for the 2020 Election.

- a. How is the Board actively recruiting Student Election Workers?

RESPONSE: The Board regularly posts on social media and advertises online through press releases and the Board's website that student poll workers can receive either compensation or community service credit hours for their time on Election Day. The DCBOE is regularly promoting civic engagement at school registration drives, and reminds the public by way of TV commercials, radio interviews and PSAs, and banner advertising with local papers that poll workers are always needed for Election Day.

- b. How many Student Election Workers participated in the 2018 elections?

RESPONSE: The General Election included 125 student poll workers.

43. In the FY19 budget, the Committee funded an FTE for year-round voter outreach to students, returning citizens, and inmates. Has this position been filled? If so, please describe their activities since their hire date.

RESPONSE: On October 26, 2018, the Board hired an employee to fill the FTE funded by the Committee to provide year-round voter outreach to students, returning citizens, and inmates. Since this hiring, the employee has focused on becoming familiar with the Board's outreach efforts, providing analysis of current outreach efforts, identifying baselines where available so that measurements can be made to determine the efficacy of existing programs, and identifying potential partnerships. To date, contacts have been made with the Mayor's Office on Returning Citizens Affairs (MORCA), Court Services & Offender Supervision Agency (CSOSA), and Eastern High School. A high-level plan is being developed for each population to include activities and objectives to meet tasks targeted at servicing members of each of the specific groups.

44. Please describe the Board's work with inmates and returning citizens in FY18 and FY19, to date.

a. How many inmates at the D.C. Jail were registered to vote in FY18 and FY19, to date?

RESPONSE: During FY18 and FY19, 90 inmates were registered to vote.

b. How did the Board work with the Department of Corrections in FY17 and FY18, to date, to improve voter registration at the D.C. Jail beyond the initial inmate intake stage?

RESPONSE: BOE has a strong working relationship with the Department of Corrections' (DOC) staff. BOE provides voter registration applications and voter information pamphlets on a regular basis for distribution to individuals housed at both the CDF and CTF facilities. The brochures serve to inform individuals of their voting rights and the advantages of registering to vote and voting. In addition, BOE has hired a Public Affairs Outreach Coordinator to specifically develop/facilitate a public outreach and awareness campaign to ensure that returning citizens and DOC staff know BOE is available to assist them.

c. How has the Board worked with MORCA to improve inmate registration?

RESPONSE: In conjunction with MORCA, members of the Board's VEOD team participated in three outreach visits to Federal Correctional Complexes located in New Jersey, West Virginia, and Cumberland, MD. During these visits, VEOD staff advised inmates of their rights to register to vote immediately upon return to the District, regardless of their conviction, sentence, or parole status.

d. How many inmates voted in the 2018 primary and general elections?

RESPONSE: 73 inmates voted in the 2018 primary and one hundred-twenty-seven 127 inmates voted in the 2018 general election.

e. How has the Board worked to combat misinformation about the voting rights of incarcerated residents and returning citizens in the District?

RESPONSE: The Board worked with the Office of Human Rights to conduct a number of outreach events for incarcerated and returning citizens to inform them of their rights as

voters in the District. As discussed in the response to question 44, members of the VEOD visited federal correctional facilities along the east coast to inform residents that, upon release, they would be able to register and vote in D.C. Furthermore, Board staff visited halfway houses and transitional facilities to inform residents that their rights as voters were restored on release, and to collect updated registration information from them.

45. How has the Electronic Registration Information Center enabled the Board to maintain accurate voter rolls? How did the Board use ERIC in FY18 and FY19, to date? How much did the Board pay in dues to ERIC during that period?

RESPONSE: The Board routinely provides data from the voter registry and the Department of Motor Vehicles to ERIC, a data-sharing program that allows participating jurisdictions to identify voters who are deceased, or have moved within or outside of the jurisdiction, and to take action on that information. ERIC also identifies individuals who have moved from one participating jurisdiction to another, enabling the jurisdictions to contact these individuals and address their voter registration status/inform them of their potential eligibility to register to vote. States currently participating in ERIC in addition to the District include Alaska, Alabama, Arizona, Colorado, Connecticut, Delaware, Illinois, Iowa, Louisiana, Maryland, Michigan, Minnesota, Missouri, Nevada, New Mexico, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, Utah, Virginia, Washington, West Virginia, and Wisconsin. The more jurisdictions that join ERIC, the greater the accuracy of each jurisdiction's voter registry, and the lower the cost of membership.

From October 1, 2017 to the present, the Board has used ERIC to:

- eliminate 696 duplicate voter registration records
- remove 1,058 registered voters determined to be deceased
- remove 5,930 voters determined to have moved outside of the District;¹ and
- update the addresses of 2,383 voters determined to have moved within the District.

46. Please describe the Board's efforts to increase poll accessibility in the 2018 primary and general elections. How many polls remain structurally or operationally inaccessible?

RESPONSE: Two types of inaccessibility issues are often referenced when assessing polling sites. The first is structural inaccessibility, which refers to the physical aspects of the facility that would prevent a voter with a disability from accessing the voting area or voting in person (e.g., stairs/steps, broken elevators, and/or narrow doorways). The second is operational inaccessibility, which refers to barriers to voting that can be remedied immediately by election workers (e.g., obstructions in the path of travel to the voting area, incorrect or missing signage, broken doorbells, and/or no available assistive equipment).

During the 2018 election season, the Board collaborated with the Department of General Services (DGS), DC Department of Transportation (DDOT) and the Architect at the

¹ In response to an ERIC letter sent to a voter identified as having moved out of DC, the Board received a note card with the following message: "Thank you so much for doing this! I wouldn't have known to let you know [I had moved]."

Office of Disability Rights (ODR) to ensure that polling places were structurally accessible. This included building accessible ramps, resurfacing sidewalks, widening doorways, installing curb-cuts etc. Where permanent changes could not be facilitated, temporary modifications were made, such as the installation of ramps and removal of center bars to widen doorways. DGS also provided a team of facility managers on Election Day to assist volunteers that made up the Board's Americans with Disabilities Act Compliance Assistants.

The board deployed approximately 35 ADA Compliance Assistants throughout the city on Election Day. Each ADA Compliance Assistant was assigned four to five polling places to visit throughout Election Day in order to identify and address any operational accessibility issues that presented barriers to voting for senior citizens and people with disabilities.

Here is a list of temporary and permanent modifications that were made to our polling sites to improve their accessible for the 2018 elections season:

Structural Accessibility:

Precinct #	Precinct Name	June- Primary Election	November- General Election
4	School Without Walls (Francis Stevens High School)	Temporary ramp installed	Temporary ramp installed
8	Palisades Recreation Center	New permanent ramp and ADA compliant front door installed	
13	St Margaret's Episcopal Church	Threshold installed at accessible entrance	Threshold installed at accessible entrance
37	Banneker Community Recreation Center	Temporary ramp installed	Temporary ramp installed
45	Metropolitan Police Department - Regional Operation Command (North)	Temporary ramp and threshold installed at rear entrance	Permanent ramp installed at rear entrance, parking lot restriped to meet ADA standards and sidewalk (front to back) completely repaved for the general election.
60	St John United Baptist Church	Temporary ramp installed	Temporary ramp installed

60	Nativity	Temporary ramp installed	
67	Bunker Hill Elementary School	Temporary ramp installed and center bar removed	Temporary ramp installed and center bar removed
69	Perry Street Preparatory PCS @ Taft		Temporary ramp installed
81	Miner Elementary School	Temporary ramp installed	Temporary ramp installed
82	Sherwood Recreation Center		New door installed
83	J.O. Wilson Elementary School	Temporary ramp installed	Temporary ramp installed
98/99	Smothers Elementary School	Center bar removed	Center bar removed
120	Malcolm X Elementary School	Temporary ramp installed	Temporary ramp installed
105	Benning Road Recreation Center	Accessible entrance fixed (push to open system was in operable)	
106	Ridge Road Recreation Center	Temporary ramp installed	Temporary ramp installed
121	Ferebee-Hope Recreation Center	Center bar removed	Center bar removed
133	Orr Elementary School	Temporary ramp installed	

In order to improve operational accessibility at our polling sites, the Board:

- Updated the ADA section of the Polling Place Operations Manual to include more pictures and charts concerning the proper way to setup the voting equipment and how to make the polling place accessible;
- Revamped the election worker training class to include more practical exercises and simulated polling place exercises involving people with various disabilities;
- Trained early voting staff, Voter Assistance Clerks, Ballot Clerks and ADA Compliance Assistants extensively regarding Title II of the ADA, compliance, awareness, and disability etiquette;
- Updated the Frequently Asked Questions (FAQ) document with information on reasonable accommodations, voter access, accessible polling sites, ballot transfer requests, *etc.* for senior citizens, people with disabilities, and LEP voters;

- Created electronic and accessible versions of the ADA Compliance Assistant application and Election Worker Request for Reasonable Accommodations forms; and
- Created several new signs to make it easier for senior citizens, people with disabilities, and LEP voters to navigate our polling sites. The new signs included detailed instructions on how to contact the ADA Coordinator and/or precinct captain on Election Day, and how to quickly identify the in-person interpreters inside the polling places.

The Board participated in several outreach events created to inform senior citizens, people with disabilities, and LEP voters about the Board's accessibility services. We also registered voters and demonstrated how to use the accessible voting machines at the events listed below:

List of prominent outreach events and meetings VEOD/ADA Team Members participated in during calendar year 2018	Date
• Department on Disability Services Voter Registration Drive and Training	• February 16, 2018
• Voter Access Forum	• April 26, 2018
• Terrific Inc. Older Americans Mental Health and Wellness Fair	• May 19, 2018
• 10 th Annual Olmstead Conference	• August 20, 2018
• National Disability Voter Registration Week	• July 16-20, 2018
• REV Up Voter Registration Drive at BOE	• July 16, 2018
• REV Up Voter Registration Drive at The Center for Independent Living	• July 18, 2018
• Disability Community Outreach Collaborative Meeting	• September 20, 2018
• Voter Access Forum	• October 10, 2018
• National Federation of the Blind Conference	• October 12, 2018
• Mayor's Disability Rights Expo	• October 23, 2018

Polling sites that remain structurally and/or operationally inaccessible:

In preparation for 2018 election season, the Board and ODR surveyed all polling sites to ensure that they were accessible for all voters. All early voting sites remain 100% accessible. While a few Election Day polling sites remain structurally and/or operationally inaccessible, those issues were remedied using temporary modifications (i.e. installation of portable ramps etc.). Voters with disabilities and senior citizens also had the option to vote absentee, vote curbside, or vote in a more accessible polling site by transferring their ballot to that site.

A local organization, OBSERVE DC, conducted the first nonpartisan, sample-based Election observation in U.S. history. The organization observed all DC polling sites on Election Day and reported that over 91.6% of District polling sites allowed voters to independently cast their ballots. Additionally, the organization reported that 98.8% of DC polling sites were

accessible/had an accessible entrance. Our agency will continue to work with the disability community, advocates, and other organizations committed to enfranchising eligible voting in the 2020 election season.

47. How is the agency preparing to address accessibility issues in District polling places for the 2020 primary and general elections?

RESPONSE: BOE will continue work with several disability rights organizations to address accessibility issues during the 2020 elections. We will collaborate with organizations such as Disability Rights DC (DRDC), formally University Legal Services (ULS), the Equal Rights Center (ERC) and the Center for Independent Living (CIL). We will continue to recruit election workers and volunteers from these organizations to ensure that our agency continues to accurately represent the District's voting population.

Working with these organizations will allow us to achieve a consensus with respect to identifying and correcting accessibility issues during the election season. We will also continue to work with the National Federation of the Blind (NFB) to increase awareness of nonvisual election technology and promote voting accessibility for voters who are blind and low vision. Voters who are blind or low vision are most vulnerable, so the Board will provide comprehensive training on how to use the accessible voting machine and other voting technologies.

48. How many times has a registered voter challenged another voter's status as a qualified elector in the past four years? How many times was the challenge appealed to a hearing board or the Superior Court?

RESPONSE: In the past four years, registered voters have filed a total of 10 challenges claiming that another voter is not qualified to vote in the District. All but two of the challenges were resolved by the Registrar of Voters; the remaining two challenges were appealed to and resolved by the Board. No matters were appealed to the Superior Court.

49. Please provide an update on the Ballot Access Modernization Amendment Act of 2016, effective October 8, 2016 (D.C. Law 21-160).

a. How many candidates used the technology in the 2018 primary and general elections?

RESPONSE: Ten (10) candidates used the technology in the 2018 primary and four (4) used it in the general election.

b. How does the Board plan to encourage more candidates to utilize the program?

RESPONSE: The Board will deploy focused messaging about eSign on its various media platforms, and incorporate materials about the application into the ballot access materials candidates pick up to launch the ballot access process. These materials will emphasize the advantages of eSign, primary among which are the ease of use, the high rate of valid signatures yielded, and the decrease in vulnerability to challenge.

c. Does the Board plan to allow future candidates to securely download the application at home?

RESPONSE: The Board plans to implement a mobile application that can be downloaded by the user once they have completed onsite training at the BOE and have had their credentials created by BOE.

50. Please provide an update on Board's implementation of the Automatic Voter Registration Amendment Act, effective February 18, 2017 (D.C. Law 21-208).

a. Has the law been fully implemented?

RESPONSE: Yes. Automatic Voter Registration was implemented as of June 26, 2018.

b. How many voters have been registered as a result of the law?

RESPONSE: As a result of the law, 9,684 new voters were registered.

51. Please provide the amount of any Help America Vote Act funds expended in FY18 and FY19, to date, the purpose for the expenditures, and the Board's projected use for any remaining funds.

RESPONSE: See Attached Q51 (HAVA Program Narrative).

52. How does the agency utilize HSEMA's expertise and resources, particularly regarding cybersecurity?

RESPONSE: DC Board of Elections is a member of the Multi State Information Sharing and Analysis Center (MS-ISAC), which includes representative from all 50 states and territories including the District of Columbia, and which is primarily supported by the Department of Homeland Security (DHS) to serve as the central cybersecurity resource for the nation's state, local, territory, and tribal governments. As a member of the MS-ISAC and Elections Infrastructure Information Sharing and Analysis Center (IE-ISAC), BOE gains access to election-focused cyber defense services, such as threat intelligence solutions, incident response and remediation, threat vulnerability monitoring, and cybersecurity awareness and training products. Further, assistance is provided from the Computer Emergency Response team (CERT) upon request for any malware analysis, log analysis, forensics analysis and vulnerability assessments.

The IT staff receives alerts from MS-ISAC and attends monthly webinars and meetings for updates and alerts.

Since 2016, DCBOE has been in constant communication with HSEMA experts and routinely participates in the Cyber Hygiene program through DHS. Also, DCBOE has

participated in and completed the Cyber Resilience Review and Cyber Infrastructure Survey provided by DHS.

As a member of DHS' Supported Intelligence Sharing community, DCBOE reports any security anomalies detected by the Board's Intrusion Detection/ Protection system. BOE also receives alerts from other members of this community for proactive measures.

53. Has the Board applied for federal grants for cybersecurity initiatives or assistance?

RESPONSE: In FY 18, BOE applied for and received Section 101, Help America Vote Act of 2202 (P.L. 107-252) (HAVA) Election Security grant funds, in the amount of \$3 million. The purpose of the grant award is to "improve the administration of elections for Federal office, including to enhance election technology and make election security improvements" to the systems, equipment and processes used in federal elections.

54. Has the Board identified areas for new precincts? Have any precincts been identified to be split?

RESPONSE: BOE is currently in the process of reviewing the District's polling places and registration numbers. BOE has recognized significant population growth and changes throughout the city. (Please see chart below). As such, BOE will need to explore ways to best accommodate the voters in the affected precincts by splitting or adding precincts prior to the 2020 elections.

Precinct	Registration
<u>Precinct#1 Walker Jones Education Campus</u> .	7,011
<u>Precinct#83 J.O. Wilson Elementary School</u> .	8,873
<u>Precinct#88/89 Eastern Market</u> .	7,287 Combined Numbers
Precinct#131 Arthur Capper Community Center	6,070

BOE will continue to track population trends and recurring concerns, engage the public in discussion about precincts and polling places, and identify and survey potential polling sites to better serve the voters in the District of Columbia.

55. In the 2018 primary and general elections, how many voters voted early, by early voting center and by day? Was this an increase or decrease from prior elections? By how much?

RESPONSE: See the tables, below.

PRIMARY ELECTION

Ward EV 1: Columbia Heights Community Center, 1480 Girard St., NW

Date	Turnout
Friday, June 8	211
Saturday, June 9	125
Sunday, June 10	141
Monday, June 11	114
Tuesday, June 12	201
Wednesday, June 13	159
Thursday, June 14	258
Friday, June 15	560
	Total: 1,769

Ward EV 2: One Judiciary Square, 441 4th Street, NW

Date	Turnout
Monday, June 4	371
Tuesday, June 5	271
Wednesday, June 6	348
Thursday, June 7	244
Friday, June 8	226
Saturday, June 9	89
Sunday, June 10	70
Monday, June 11	190
Tuesday, June 12	231
Wednesday, June 13	308
Thursday, June 14	427
Friday, June 15	672
	Total: 3,447

Ward EV 3: Chevy Chase Community Center, 5601 Connecticut Ave., NW

Date	Turnout
Friday, June 8	263
Saturday, June 9	334
Sunday, June 10	237
Monday, June 11	186
Tuesday, June 12	280
Wednesday, June 13	246
Thursday, June 14	357
Friday, June 15	549
	Total: 2,452

Ward EV 4: Takoma Park Recreation Center 300 Van Buren Street, NW

Date	Turnout
Friday, June 8	128
Saturday, June 9	167
Sunday, June 10	84
Monday, June 11	109
Tuesday, June 12	174
Wednesday, June 13	154
Thursday, June 14	192
Friday, June 15	462
	Total: 1,470

Ward EV 5: Turkey Thicket Recreation Center, 1100 Michigan Ave., NE

Date	Turnout
Friday, June 8	243
Saturday, June 9	1678
Sunday, June 10	117
Monday, June 11	174
Tuesday, June 12	247
Wednesday, June 13	231
Thursday, June 14	310
Friday, June 15	601
	Total: 2,091

Ward EV 6: King Greenleaf Recreation Center, 201 N Street, SW

Date	Turnout
Friday, June 8	91
Saturday, June 9	84
Sunday, June 10	57
Monday, June 11	53
Tuesday, June 12	87
Wednesday, June 13	79
Thursday, June 14	95
Friday, June 15	248
	Total: 794

Ward EV 7: Sherwood Recreation Center, 640 10th Street, NE

Date	Turnout
Friday, June 8	114
Saturday, June 9	131
Sunday, June 10	124
Monday, June 11	80
Tuesday, June 12	128
Wednesday, June 13	121
Thursday, June 14	196
Friday, June 15	389
	Total: 1,283

Ward EV 8: Deanwood Recreation Center, 1350 49th Street, NE

Date	Turnout
Friday, June 8	99
Saturday, June 9	85
Sunday, June 10	20
Monday, June 11	47
Tuesday, June 12	65
Wednesday, June 13	58
Thursday, June 14	93
Friday, June 15	150
	Total: 617

Ward EV 9: Malcolm X Elementary School, 1351 Alabama Avenue, SE

Date	Turnout
Friday, June 8	103
Saturday, June 9	48
Sunday, June 10	29
Monday, June 11	36
Tuesday, June 12	67
Wednesday, June 13	62
Thursday, June 14	73
Friday, June 15	151
	Total: 569

GENERAL ELECTION

Monday, October 22, 2018 — Friday, November 2, 2018 (8:30 a.m. to 7:00 p.m.)

Ward EV 2A: One Judiciary Square, 441 4th Street, NW

Equipment Deployed: 10 ExpressVotes; 4 DS200s; 6 Poll Pads

Date	Turnout
Monday, October 22	1,012
Tuesday, October 23	777
Wednesday, October 24	673
Thursday, October 25	663
Friday, October 26	571
Saturday, October 27	317
Sunday, October 28	354
Monday, October 29	677
Tuesday, October 30	907
Wednesday, October 31	1,007
Thursday, November 1	1,329
Friday, November 2	2,128
	Total: 10,415

Friday, October 26, 2018 — Friday, November 2, 2018 (8:30 a.m. to 7:00 p.m.)

Ward EV - 1A: Columbia Heights Community Center, 1480 Girard St., NW
 Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	503
Saturday, October 27	566
Sunday, October 28	570
Monday, October 29	494
Tuesday, October 30	684
Wednesday, October 31	741
Thursday, November 1	1,052
Friday, November 2	2,015
	Total: 6,625

Ward EV3A: Chevy Chase Community Center, 5601 Connecticut Ave., NW
 Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	667
Saturday, October 27	682
Sunday, October 28	532
Monday, October 29	629
Tuesday, October 30	613
Wednesday, October 31	587
Thursday, November 1	688
Friday, November 2	1,084
	Total: 5,482

Ward EV - 3B: Cleveland Park Neighborhood Library, 3310 Conn. Ave., NW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	502
Saturday, October 27	492
Sunday, October 28	498
Monday, October 29	391
Tuesday, October 30	469
Wednesday, October 31	493
Thursday, November 1	581
Friday, November 2	1,070
	Total: 4,496

Ward EV - 4A: Takoma Park Recreation Center 300 Van Buren Street, NW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	465
Saturday, October 27	280
Sunday, October 28	216
Monday, October 29	441
Tuesday, October 30	409
Wednesday, October 31	422
Thursday, November 1	564
Friday, November 2	856
	Total: 3,653

Ward EV - 4B: Emery Heights Community Center, 5801 Georgia Ave., NW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	181
Saturday, October 27	114
Sunday, October 28	64
Monday, October 29	153
Tuesday, October 30	176
Wednesday, October 31	152
Thursday, November 1	279
Friday, November 2	493
	Total: 1,612

Ward EV - 5A: Turkey Thicket Recreation Center, 1100 Michigan Ave., NE
 Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	778
Saturday, October 27	490
Sunday, October 28	422
Monday, October 29	747
Tuesday, October 30	779
Wednesday, October 31	747
Thursday, November 1	967
Friday, November 2	1,494
	Total: 6,424

Ward EV - 5B: Trinidad Recreation Center 1310 Childress Street, NE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	83
Saturday, October 27	63
Sunday, October 28	46

Monday, October 29	69
Tuesday, October 30	88
Wednesday, October 31	110
Thursday, November 1	154
Friday, November 2	336
	Total: 949

Ward EV - 6A: King Greenleaf Recreation Center, 201 N Street, SW
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	268
Saturday, October 27	214
Sunday, October 28	242
Monday, October 29	217
Tuesday, October 30	288
Wednesday, October 31	276
Thursday, November 1	422
Friday, November 2	752
	Total: 2,679

Ward EV - 6B: Sherwood Recreation Center, 640 10th Street, NE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	374
Saturday, October 27	369
Sunday, October 28	428
Monday, October 29	374
Tuesday, October 30	389
Wednesday, October 31	388
Thursday, November 1	478
Friday, November 2	984
	Total: 3,784

Ward EV-7A: Deanwood Recreation Center, 1350 49th Street, NE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	271
Saturday, October 27	106
Sunday, October 28	73
Monday, October 29	224
Tuesday, October 30	221
Wednesday, October 31	257
Thursday, November 1	262
Friday, November 2	490
	Total: 1,904

Ward EV- 7B: Benning Stoddert Community Center, 100 Stoddert Place, SE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	163
Saturday, October 27	79
Sunday, October 28	58
Monday, October 29	146
Tuesday, October 30	148
Wednesday, October 31	183
Thursday, November 1	242
Friday, November 2	433
	Total: 1,452

Ward EV- 8A: Malcolm X Elementary School, 1351 Alabama Avenue, SE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	305
Saturday, October 27	133
Sunday, October 28	108
Monday, October 29	237
Tuesday, October 30	267
Wednesday, October 31	254
Thursday, November 1	377
Friday, November 2	581
	Total: 2,262

Ward EV – 8B: Barry Farm Recreation Center, 1230 Sumner Road, SE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	108
Saturday, October 27	25
Sunday, October 28	32
Monday, October 29	80
Tuesday, October 30	78
Wednesday, October 31	70
Thursday, November 1	160
Friday, November 2	222
	Total: 775

Was [the percentage of voters who voted early in the 2018 election cycle] an increase or decrease from prior elections? By how much?

See the chart below for percentages of early voting turnout for primary and general elections since 2010.

Election	Early Voters	Overall Turnout	% of Overall Turnout
9/14/10	21,163	137,586	15.4
11/2/10	13,415	135,846	9.9
4/3/12	6247	64,361	9.7
11/6/12	57,053	294,814	19.4
4/1/2014	14,755	99,394	14.8
11/4/14	26,660	177,377	15
6/14/16	19,153	100,423	19
11/8/16	101,077	312,575	32.3
6/19/18	14,492	89,513	16.2
11/6/18	52,512	231,700	22.7

56. Does the Board plan to continue to expand early voting in the District? By how much and by when?

RESPONSE: During the 2018 election cycle, the Board expanded the number of early voting centers (EVCs) from 9 during the June Primary (one in each ward except for Ward Six, which had two) to 14 during the November General (two in each ward, except for Wards One and Two, which had one each). Currently, the Board plans to identify one additional EVC in Wards One and Two for use in the 2020 election cycle.

57. How many voters voted absentee in the 2018 primary and general elections?

RESPONSE: There were 3,777 absentee votes cast and counted during the 2018 Primary Election, and 9,667 absentee votes cast and counted during the 2018 General Election.

How much would it cost to pay for the return mailing of all absentee ballots?

RESPONSE: The Board anticipates an estimate of \$60,000.00 will be needed to pay for outgoing and return absentee postage mailings.

58. In what form does the Board report election day results? Would it be possible for the Board to report results by precinct name rather than by precinct number in the 2020 elections?

RESPONSE: DCBOE uses an Election Night Reporting module which is integrated within our website to display the results.

It is possible to list the precinct names on the web site. DCBOE would need to work with the vendor's technical team to work out the requirements.

59. During the 2018 general election season, there were numerous issues with the Board's website, including with the poll locator function. How does the Board plan to prevent such issues from occurring again during future election seasons? How can the Board better communicate to the public when issues such as these do occur?

RESPONSE: The Board and its technical staff are working closely with the outside vendor, Votem, on repairing bugs that occurred during the 2018 election. Testing and accuracy assessments will be conducted continuously well in advance of the 2020 election cycle. The Board would like to hire an IT professional with website experience that includes updating content to ensure that the website operates correctly. In the event of any site maintenance issues, the Board's Public Affairs staff will ensure accurate communication with members of the public.

60. During the 2018 general election, numerous residents reported delays with voting at several large polling places due to lack of staff and additional resources. How can the Board prevent this type of issue from occurring in future elections?

RESPONSE: The DCBOE plans to recruit and hire a larger "army" of poll workers for the 2020 Elections, and hopes to have additional funding to offer them a higher stipend. Furthermore, the Board is working to purchase additional ExpressVote ballot marking devices and DS200s so that our polling place, particularly those that were crowded during the 2018 General Election, can move voters through the voting process more expediently.

61. Please describe the Biennial Canvas of Registered Voters that the Board will undertake this year.

RESPONSE: The Board will mail a first class nonforwardable postcard to each registered voter who did not confirm his or her address through the voting process or file a change of address at the polls in the 2018 General Election at the address listed on the Board's record for the voter. Based upon the feedback received from the voters and the United States Postal Service, the Board will leave the voter's record as is, update the voter's address to a new District address, make the voter's record inactive, or remove the voter from the registry. In addition, the Board will remove from the voter registry any voters made inactive as a result of the 2015 Biennial Canvass who failed to respond to certain notices sent out during that canvass and who failed to vote in any elections held between the 2014 General Election and the 2018 General Election.



PERFORMANCE OVERSIGHT REPORT Fiscal Year 2018 – 2019

February 11, 2019

District of Columbia

Board of Elections

1015 Half Street, SE

Suite 750

Washington, DC 20003



DISTRICT OF COLUMBIA
BOARD OF ELECTIONS
WASHINGTON, D.C. 20003-4733



Monday, February 11, 2019

Councilmember Charles Allen
Chair, Committee on the Judiciary and Public Safety
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, N.W.
Washington, DC 20004

Dear Councilmember Allen,

Please find enclosed the responses to your questions for the upcoming Performance Oversight Hearing for the D.C. Board of Elections. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alice P. Miller".

Alice P. Miller
Executive Director

Enclosures



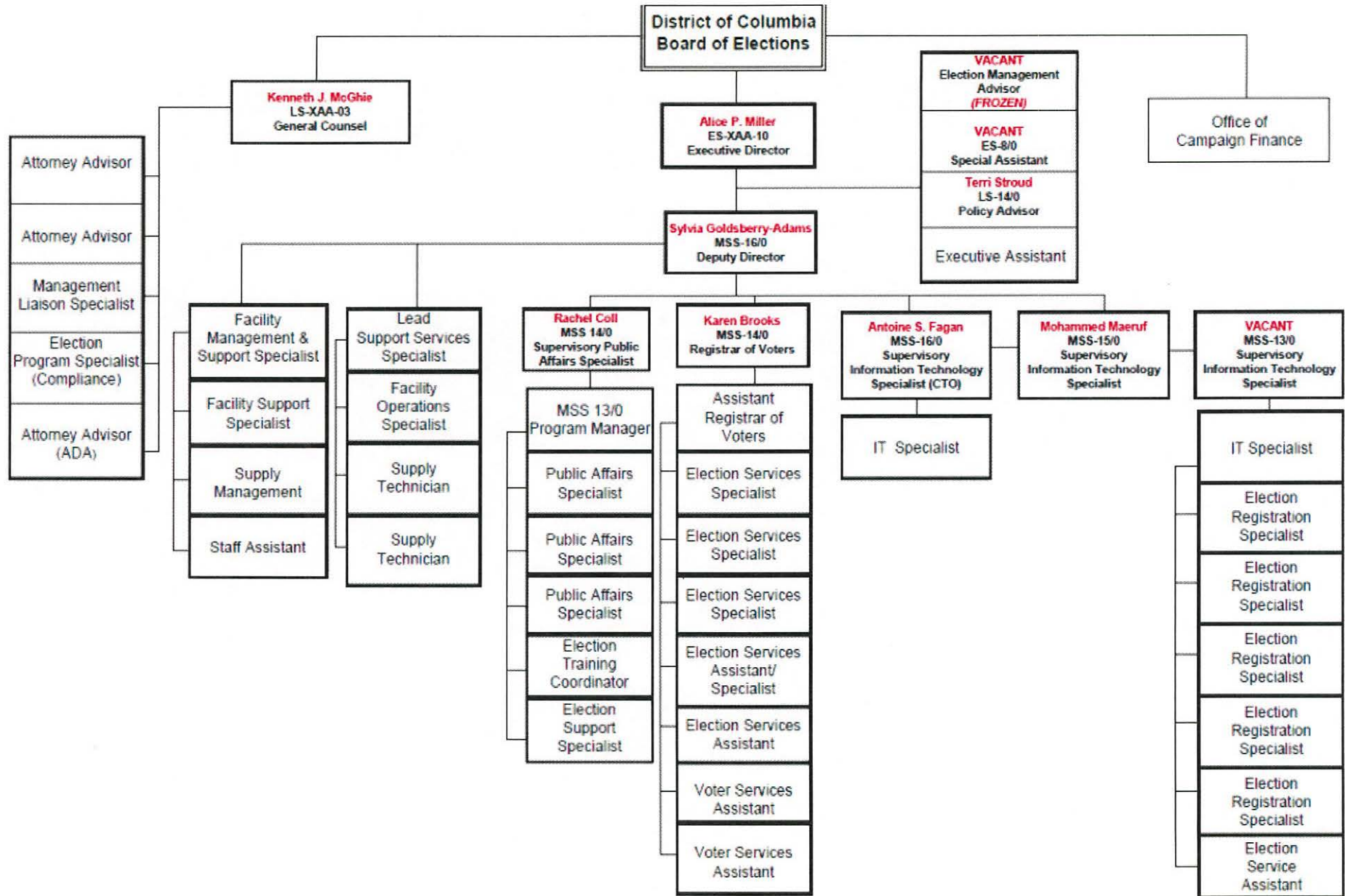
**PERFORMANCE
OVERSIGHT REPORT
Fiscal Year 2018 – 2019**

ATTACHMENTS

D.C. Board of Elections – Attachments to General Questions
Performance Oversight Report – Fiscal Year 2018 – 2019

- Q1. BOE Organizational Chart
- Q1a. BOE Division Roles and Responsibilities
- Q2. Schedule A (FTEs)
- A4b. FY 18 and FY 19 Employee Travel
- Q10. Budget Enhancement Request
- Q13. FY 19 Contracts / Purchase Orders
- Q20. FY 18 Performance Plan
- Q21. FY 19 Performance Plan
- Q23. BOE After Action Report
- Q25. Top Overtime Earners
- Q40f. Voter Registration Data by Age, Ward
- Q51. HAVA Program Narrative

District of Columbia Board of Elections Organization Chart



**DISTRICT OF COLUMBIA
BOARD OF ELECTIONS
ROLES AND RESPONSIBILITIES**

OFFICE OF THE EXECUTIVE DIRECTOR

Executive Director

BRIEF DESCRIPTION OF DUTIES: Serves as the Board of Elections' primary management official in directing program operations and support activities. Provides leadership and direction to subordinate organizations in the areas of voter registration and services, and administration and support. Develops and directs the organizational machinery and procedures necessary to ensure the effective and efficient administration and execution of the election statutes of the District of Columbia. Reviews all agency programs, plans and operations for adequacy and conformance with the policies of the Board. Assists the Board and the General Counsel in the development of legislative proposals affecting agency operations in the delivery of election services.

Deputy Director

BRIEF DESCRIPTION OF DUTIES: Provides assistance to the Executive Director in executing level strategic planning, policy analysis and development, direction, administration, and oversight to a wide range of activities in the office to help the agency achieve its mission. Responsible for supervision of operations staff, determining necessary operations relevant to elections, carrying out and overseeing the election operations sections, evaluating the effectiveness of programs and procedures attributed to operations and electronic systems. Oversees the agency's logistical operations associated with the conduct of elections, resource management, human resources, risk management, external relations, facilities and warehouse operations.

Election Management Advisor (Frozen)

BRIEF DESCRIPTION OF DUTIES: Serves as the chief senior advisor to Board members and Executive Director on matters pertaining to election operations, and supports policy, and the operation of election program(s) and services. Serves as a recognized expert supporting the Executive Director and the Board in handling the most highly complex matters related to election operations, data management; voter registration and outreach; coordinates and manages special projects as directed, and advises others concerning BOE legislation, statutes and regulations impacting BOE programs.

Policy Advisor

BRIEF DESCRIPTION OF DUTIES: Provides guidance and expertise for the development and implementation of the policy, planning and research functions in the elections office. Responsible for the strategic planning, development of policies, and implementation of programs administered by the elections office; designs and develops systems to ensure internal collaboration across election units; and develops analytical and special reports for the agency.

Special Assistant (1) Vacant

BRIEF DESCRIPTION OF DUTIES: Responsible for planning, developing and coordinating special projects and programs, ensuring that projects are carried out in a timely manner, and in accordance with established policies and procedures. Develops analytical and special reports for election officials. Collects, analyzes and defines data requirements and specifications. Initiates recommendations for improved procedures for greater efficiency and effectiveness of the agency.

Executive Assistant

BRIEF DESCRIPTION OF DUTIES: Provides administrative support for the Executive Director with responsibility for establishing and maintaining appropriate correspondence control and filing systems for agency documentation and associated materials, and for maintaining a calendar for which authority is granted to schedule appointments and meetings. Screens all incoming documentation for action required by the Executive Director. Assists in preparing materials for distribution to the Board Members or for other formal presentations. Responsible for time and attendance records and assists with special election support activities.

INFORMATION TECHNOLOGY DIVISION

Supervisory Information Technology Specialist

BRIEF DESCRIPTION OF DUTIES: Oversees the development and operation of technical projects within the offices of the BOE; implements new applications for automating and cleansing of the voter roll; responsible for the agency website applications and the automation of manual applications; provides graphic and data products within geographic boundaries of all election districts; performs data matching processing from DMV and verification of applications through electronic matching; assists in determining current and future IT needs of the agency; assists with election activity, ballot layout, configuring and testing of the voting systems prior to and on Election Day and ballot tabulation; and produces reports as directed by the Executive Director.

Information Technology Specialist

BRIEF DESCRIPTION OF DUTIES: Assists in the operation of automated systems and subsystems required for the maintenance of an accurate voter registry, including that associated with the National Voter Registration Act of 1993 (NVRA) and participates in the programming and routine or special reporting for these programs. Assists in the programming, coordination, and operation of automated programs used for election processing and ballot tabulation, ensuring integrity and completeness of accuracy/logic testing for ballot tabulation, the conduct of mandated public testing of equipment and vote tabulation audits, and the Election Day ballot tabulation process.

Information Technology Specialist

BRIEF DESCRIPTION OF DUTIES: Provides IT support to all BOE staff. Installs, maintains, troubleshoots and upgrades computer hardware, software, personal computer networks, and peripheral equipment and assess user training needs and trains users in effective use of applications. Also, incumbent assist with programming, coding and testing of the voting systems.

DATA SERVICES DIVISION

Supervisory IT Technology Specialist (DBA) Vacant

BRIEF DESCRIPTION OF DUTIES: Responsible for the management and operation of the agency's data processing systems, including voter registration, election processing, and ballot tabulation. Responsible for maintenance and security of all agency data files, and the management of the terminal network for on-line voter registration data entry. Monitors voter registration data entry, and supervises production of precinct rosters of voters and recordation of data to update voter history records, to ensure completeness and compatibility with prescribed automated processes. Supervises the development and production of official registration statistics and other public information data products.

Election Registration Specialist/Assistant

BRIEF DESCRIPTION OF DUTIES: Processes voter registration applications and assists with direct mail services to voters for registration application requests, notification cards and the issuance of registration ID cards. Assists with absentee and military voting services by processing absentee registration and voting transactions, including data entry for ballot mailing/tracking. Assists in activity to determine voter registration status for processing ballot measure petitions, special/challenged ballots and candidate challenges. Assists with voter maintenance through periodic voter mailings and data sharing with outside agencies. Assists with data cleansing of voter registration applications and updates. Assists with updating voter history data and processing voters from electronic poll pads following each election.

VOTER SERVICES DIVISION

Registrar/Assistant Registrar of Voters

BRIEF DESCRIPTION OF DUTIES: Supervises management and maintenance of the District's voter registry, including all aspects of voter qualification and document management and a variety of voter education and outreach programs designed to increase resident's awareness of, and participation in, the electoral process. Also responsible for various election-related functions such as ballot access for candidates, petition sufficiency, voter eligibility, absentee registration/voting, post random audits, recounts and documentation of certification of results.

Election Services Specialist/Assistant

BRIEF DESCRIPTION OF DUTIES: Provides general voter information and services to the general public that are in response to written, telephone, or in-person inquiries. Prepares and issues nomination documents for candidates seeking ballot access. Assists with absentee voting services by processing in-person absentee ballot registrations and voting transactions, including ballot tracking. Assists in activity to determine voter registration status for processing candidate and ballot measure petitions, and special or challenged ballots. Distributes voter registration applications from the public and all participating National Voter Registration Act (NVRA) agencies and from groups and individuals engaged in voter registration drives. Attend voter education and outreach programs and assist at voter registration drives. Assists with special post-election support including recounts and

write-in votes. Assists in voter registry maintenance programs through periodic mailings and data sharing with other governmental agencies. Receives and distributes all agency mail; and assists the registration processing unit during peak load periods in all activities associated with the conduct of elections, voter registration qualifications, data entry, and mail absentee ballot registrations.

WAREHOUSE OPERATIONS & LOGISTICS DIVISION

Lead Support Services Specialist

BRIEF DESCRIPTION OF DUTIES: Supervises warehouse operations and warehouse based programs, including: maintenance of equipment and voting systems; inventory of election materials for all polling sites; property disposal efforts; and ballot security.

Staff Assistant

BRIEF DESCRIPTION OF DUTIES: Assists in the screening of incoming correspondence or other documentation while maintaining a system for document control. Assists, as required, with various elections preparations and Election Day activities, including polling place supplies and equipment. Performs a variety of administrative and technical support functions to facilitate the effective and efficient administrative operation of the warehouse. Assist with election activity, special projects and the preparation of reports as directed by management.

Supply Management Specialist

BRIEF DESCRIPTION OF DUTIES: Provides support services to the Board, including but not limited to, procurement, contract administration, facilities and equipment maintenance, property management, and department wide recycling activities. Oversees initiation, submission and tracking of requisitions for goods, equipment and services based on budget authorization. Responsible for maintaining proper records with respect to accounts payable and receivables and ensures compliance with LSDBE program. Process invoices and payment requirements and investigate and resolve discrepancies related to purchases. Assist with election activity, special projects and the preparation of reports as directed by senior management.

Support Services Specialist

BRIEF DESCRIPTION OF DUTIES: Manages the agency's facility support program consisting of the Central Office, the warehouse complex, multiple early voting and polling stations throughout the District of Columbia. Manages all facets of the agency telecommunications program for both permanent facilities and polling places. Conducts the necessary site surveys to ensure adequacy, accessibility, and availability of all designated sites. Assists in the planning of election-related activity or other peak load requirements and acts as agency coordinator for matters involving Intra-District agency support. Supervises distribution of ballots received for use in each election. Assists in the programming, coordination, and operation of automated programs used for election processing and ballot tabulation, ensuring integrity and completeness of accuracy/logic testing for ballot tabulation, the conduct of mandated public testing of equipment and vote tabulation audits, and the election day ballot tabulation process. Assists in programming, coding and testing voting systems.

Supv Facility Operations Specialist

BRIEF DESCRIPTION OF DUTIES: Oversees operation of the agency's warehouse facility, including inventory of election supplies and equipment, inspection and maintenance of voting machines and booths, participation in the elections logistics planning process, and provides assistance in the performance of other support functions of the agency, as required. Develops, as required, the necessary documentation to permit disposal of excess or condemned materiel. Oversees the activity of intermittent (WAE) employees hired to assist with distribution of voting precinct supplies and equipment during peak periods surrounding elections.

Supply Technician

BRIEF DESCRIPTION OF DUTIES: Responsible for the packing and assembly of election materials for distribution to 143 polling places and Early Vote centers. Assists with the inventory of election supplies and equipment. Acceptance and handling of materials, including ballot boxes, through the counting center operation on election days. Refurbishing of voting equipment when it is returned from the polling places after each election. Disposes excess or condemned material.

PUBLIC AFFAIRS & VOTER EDUCATION & OUTREACH DIVISION

Public Affairs Specialist (PIO)

BRIEF DESCRIPTION OF DUTIES: Conducts the public affairs program for the agency with responsibility for developing and providing direction for all public information, internal information, and community relations activities. Develops materials for use in voter information, education, and outreach programs. Coordinates responses to the media on issues related to the agency. Prepares reports for the Board which represents the activities of the agency.

Public Affairs Specialist (Voter Education & Outreach Coordinator)

BRIEF DESCRIPTION OF DUTIES: Coordinates all activities related to voter outreach and community engagement. Develops and produces election information and voter education materials and prepares and disseminates materials to encourage citizen participation in the electoral process. Coordinates and presents educational seminars on the election process and vote reporting for elected officials, candidates for public office, media outlets, and members of the diplomatic corps and other international groups.

POLL WORKER RECRUITMENT & TRAINING DIVISION

Supervisory Program Manager (Vacant)

Election Support Specialist; Election Training Coordinator

BRIEF DESCRIPTION OF DUTIES: Develops, schedules, and conducts training sessions for poll workers. Assists in the development, production, and dissemination of training materials for election workers. Develops election worker recruitment and training programs, including the necessary training materials. Serves as focal point for maintenance of election worker data base and post-election worker evaluations. Performs vital post-election functions relative to "write-in" ballot contests, post-audits and,

when requested by candidates, recounts of contested results.

OFFICE OF THE GENERAL COUNSEL

General Counsel

BRIEF DESCRIPTION OF DUTIES: Serves as the Board's chief legal advisor and is primarily responsible for representing the Board in all judicial proceedings relating to local elections, campaign finance, conflict of interest, and lobbying laws. Responsibilities of the position include prosecutions before the Board for violations of the election statutes, providing advisory opinions, case review, and review of suits for or against the Board, drafting legislation, and representing the Board in all civil actions in the courts of the District of Columbia.

Staff Attorney

BRIEF DESCRIPTION OF DUTIES: Serves as legal representatives for the Board in litigation with the full responsibility for preparation for trial and actual trial of cases assigned in the DC Superior Court, US District Court and/or US Court of Appeals. Reviews information presented and relevant case law to determine method of processing administrative hearings and defending Board administrative rulings in federal and District courts. Prepares all pleadings, including responses, appeals, motions, legal briefs, and memoranda as appropriate. Research and draft legislation and regulations. Assists with all election related inquiries regarding challenges, initiatives, referenda, recall, and other substantive issues which may arise in the area of election law.

Elections Program Specialist (Compliance Officer)

BRIEF DESCRIPTION OF DUTIES: Manages both internal and external federal compliance activities. Works with the General Counsel to keep abreast of needed legislative changes for continued compliance with federal and district law. Assist in monitoring federal funds to ensure compliance with federal mandates. Periodically revise the compliance program, as appropriate, to respond to changes in the agencies needs and applicable election processes and procedures

Attorney Advisor (ADA Coordinator)

BRIEF DESCRIPTION OF DUTIES: Responsible for coordinating efforts of BOE to comply with Title II and investigates any complaints that the entity has violated Title II. Meets with local disability groups to learn and address access concerns, visits and surveys polling locations to confirm compliance, as well as implement needed improvements. Ensures that publications, notices and meetings accommodate the disabled community. Also responsible for setting and carrying out the objectives of the Language Access Plan.

Management Liaison Specialist

BRIEF DESCRIPTION OF DUTIES: Provides administrative and support functions for the General Counsel and the professional staff of the office. Also responsible for providing human resources management advisory services to management and staff; processes personnel actions for temporary employees and ensures the accurate input of employee data for permanent storage, retrieval and use by management officials.

Question 2												
Boad of Elections (DL0)												
As of January 28, 2019												
No	Title	Name	Position Number	Hire Date	Vac Stat	Grade	Step	Salary	Fringe 18.1%	Prgm Code	Activity	Reg/Temp/Term
1	EXECUTIVE ASST	Johnson,Linda J	00020540	9/7/1993	F	12	10	\$ 94,543.00	\$ 17,112.28	1010	1010	Reg
2	Managment Liaison Specialist	Garcia,Karla D	00042605	4/21/1997	F	12	10	\$ 94,543.00	\$ 17,112.28	1010	1010	Reg
3	Facility Operations Specialist	Hunter,Robert Thomas	00075213	11/10/1973	F	11	10	\$ 77,007.00	\$ 13,938.27	1010	1010	Reg
4	Election Training Coordinator	Thompson II,Richard	00075214	6/11/2018	F	12	5	\$ 83,078.00	\$ 15,037.12	1010	1010	Reg
5	Lead Support Services Speciali	Allende,Brian	00086208	9/4/2016	F	12	10	\$ 94,543.00	\$ 17,112.28	1010	1010	Reg
6	SUPPLY MANAGEMENT SPECIALIST	Stanback,Berlinda D.	00037352	1/29/2012	F	12	3	\$ 78,492.00	\$ 14,207.05	1020	1020	Reg
7	IT Specialist	Legette,Randy	00008446	8/2/2010	F	12	6	\$ 85,371.00	\$ 15,452.15	1040	1040	Reg
8	Election Registration Speciali	Everett,Edward R	00017038	7/17/2000	F	9	6	\$ 57,495.00	\$ 10,406.60	1040	1040	Reg
9	IT Specialist	Bryan,Raymond Whitfield	00026173	6/2/2014	F	12	10	\$ 94,543.00	\$ 17,112.28	1040	1040	Reg
10	Supvy Info Tech Spec	Fagan,Antoine	00071838	6/8/2009	F	16	0	\$ 150,390.49	\$ 27,220.68	1040	1040	Reg
11	Supervisory IT Specialist	Maeruf,Mohammed	00071839	7/5/2016	F	15	0	\$ 146,085.93	\$ 26,441.55	1040	1040	Reg
12	ATTORNEY ADVISOR	Christensen,Renee K	00005588	11/28/2016	F	13	4	\$ 109,687.00	\$ 19,853.35	1060	1060	Reg
13	ATTORNEY ADVISOR	Mcgann Jr.,Rudolph M d	00001216	9/8/1998	F	13	10	\$ 129,625.00	\$ 23,462.13	1060	1060	Reg
14	GEN COUNSEL	Mcghie,Kenneth J	00002061	2/21/2017	F	3	0	\$ 188,670.59	\$ 34,149.38	1060	1060	Reg
15	Attorney Advisor	Jennings,Terrica Racquel	00094988	5/3/2015	F	12	2	\$ 86,647.00	\$ 15,683.11	1060	1060	Reg
16	Public Affairs Specialist	White,Ladawne L	00009282	4/18/2017	F	13	7	\$ 101,523.00	\$ 18,375.66	1080	1080	Reg
17	Public Affairs Specialist	Jackson,Shirley A	00009282	7/8/1996	F	13	8	\$ 104,252.00	\$ 18,869.61	1080	1080	Reg
18	Public Affairs Specialist	McCann,Lenez Juadette	00025574	3/5/2018	F	13	4	\$ 93,336.00	\$ 16,893.82	1080	1080	Reg
19	Supervisory Public Affairs Spc	Coll,Rachel	00095359	3/5/2018	F	14	0	\$ 128,010.00	\$ 23,169.81	1080	1080	Reg
20	Election Support Specialist	NEWSOME Jr.,KEVIN A	00035151	4/2/2007	F	11	1	\$ 59,727.00	\$ 10,810.59	1085	1085	Reg
21	Staff Assistant	Baldwin,Stacey A	00043653	8/13/2001	F	9	10	\$ 63,835.00	\$ 11,554.14	1085	1085	Reg
22	EXECUTIVE DIR	Miller,Alice P	00021388	1/3/2017	F	10	0	\$ 182,689.88	\$ 33,066.87	1090	1090	Reg
23	Election Registration Speciali	Nabinett,Raynell D	00022211	9/5/1995	F	9	6	\$ 57,495.00	\$ 10,406.60	4001	4001	Reg
24	Election Registration Speciali	Reddick,Luvenia M	00025504	5/15/2000	F	9	5	\$ 55,910.00	\$ 10,119.71	4001	4001	Reg
25	Election Service Assistant	McAbee,Terron	00033584	10/13/2015	F	7	3	\$ 43,891.00	\$ 7,944.27	4001	4001	Reg
26	Election Service Assistant	McCann,Lavonna Lynnette	00033584	10/2/2016	F	7	10	\$ 53,873.00	\$ 9,751.01	4001	4001	Reg
27	Election Services Specialist	Green Wright,Millicent	00094828	4/18/2016	F	9	6	\$ 57,495.00	\$ 10,406.60	4001	4001	Reg
28	Election Registration Speciali	Martinez,Marina R	00094829	12/8/2003	F	9	4	\$ 54,325.00	\$ 9,832.83	4001	4001	Reg
29	Election Registration Speciali	Gumbs,Syniaya	00094830	11/29/2015	F	9	2	\$ 51,155.00	\$ 9,259.06	4001	4001	Reg
30	REGISTRAR OF VOTERS	Brooks,Karen F	00016854	6/28/1982	F	14	0	\$ 109,935.62	\$ 19,898.35	4002	4002	Reg
31	Election Services Specialist	Steve,Denise A	00017317	7/6/1998	F	9	5	\$ 55,910.00	\$ 10,119.71	4002	4002	Reg
32	Election Services Specialist	Thompson,Myisha	00038652	5/12/2008	F	9	4	\$ 54,325.00	\$ 9,832.83	4002	4002	Reg
33	Support Services Specialist	Fleming,Tarrod	00016364	4/2/2018	F	9	2	\$ 51,155.00	\$ 9,259.06	4004	4004	Term
34	Support Services Specialist	Mattocks,Steven A	00036506	8/18/2003	F	9	7	\$ 59,080.00	\$ 10,693.48	4004	4004	Reg
35	Facility Management & Support	Jones,Duan	00037446	3/19/2007	F	12	6	\$ 85,371.00	\$ 15,452.15	4004	4004	Reg
36	Facility Management & Support	Budoo,Arin Jerome	00043652	7/16/2001	F	12	6	\$ 85,371.00	\$ 15,452.15	4004	4004	Reg
37	Election Program Specialist	Joiner,Amanda Stevens	00075227	2/20/2017	F	12	5	\$ 83,077.98	\$ 15,037.11	4004	4004	Reg
38	Policy Advisor	Stroud,Terri D	00090854	10/26/1998	F	14	0	\$ 129,649.14	\$ 23,466.49	4004	4004	Reg
39	Assistant Registrar of Voters	Smith,DeAnna	00091419	12/12/2016	F	13	3	\$ 90,607.00	\$ 16,399.87	4004	4004	Reg
40	Deputy Director	Goldsberry Adams,Sylvia	00091420	4/18/2017	F	16	0	\$ 157,590.00	\$ 28,523.79	4004	4004	Reg
41	Supervisory IT Specialist		00017053		V	13	0	\$ 109,254.00	\$ 19,774.97	1040	1040	Reg
42	Public Affairs Specialist		00009282		V	13	0	\$ 85,149.00	\$ 15,411.97	1080	1080	Reg
43	Special Assistant		00046577		V	8	0	\$ 121,793.00	\$ 22,044.53	1090	1090	Reg
44	Election Management Advisor		10009560		V	15	1	\$ 106,802.00	\$ 19,331.16	4001	4001	Reg
45	Program Manager/Poll Worker Division		10009561		V	13	1	\$ 91,045.00	\$ 16,479.15	4001	4001	Reg
46	Election Service Assistant		00033584		V	7	10	\$ 53,873.00	\$ 9,751.01	4001	4001	Reg
47	Election Services Specialist		00085684		V	9	0	\$ 49,570.00	\$ 8,972.17	4004	4004	Reg

**DC Board of Elections
Travel Summary
FY 2018 (October 2017 - September 2018)**

NAME	POSITION	DATE(s)	EVENT	LOCATION	EXPENSES	JUSTIFICATION
Christensen, Renee	Attorney Advisor	7/7/18 - 7/13/18	The Election Center Professional Education Program - Registration Fee	Fort Myers, FL	\$ 1,077.00	Election Training
			The Election Center Professional Education Program - Travel Expenses		\$ 1,617.19	Election Training
Coll, Rachel	Supervisory Public Affairs Specialist	5/21/2018	2018 National Association of Secretaries of State (NASS) New Voter Forum - Registration Fee only	Washington, DC	\$ 75.00	Election Training
Fagan, Antoine	Supervisory IT Specialist	1/11/18 - 1/12/18	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 559.00	Election Training
		4/23/2018	2018 National Association of Secretaries of State (NASS) SOS IT Staff Roundtable - Registration Fee only	Washington, DC	\$ 200.00	Election Training
Garcia, Karla	Management Liaison Spec.	2/28/18- 3/3/18	The Election Center Workshop - Registration Fee	San Antonio, TX	\$ 459.00	Election Training
			The Election Center Workshop - Travel Expenses		\$ 1,319.97	Election Training
		8/26/18 - 8/29/18	The Election Center 34th Annual National Conference - Registration Fee	New Orleans, LA	\$ 479.00	Election Training
			The Election Center 34th Annual National Conference - Travel Expenses		\$ 940.23	Election Training
Goldsberry-Adams, Sylv	Deputy Director	10/15/17 - 10/18/17	The Election Center Symposium - Inclusion and Integrity in Election Administration - Registration Fee	Auburn, AL	\$ 99.00	Election Training
			The Election Center Symposium - Inclusion and Integrity in Election Administration - Travel Expenses	Auburn, AL	\$ 1,114.21	Election Training
		1/11/18 - 1/12/18	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 559.00	Election Training
		4/18/18 -4/21/18	US Election Assistance Commission Standards Board Meeting - Travel Expenses	Coral Gables, FL	\$ 1,187.57	Election Training
		7/13/18 - 7/16/18	National Association of State Election Directors (NASD) 2018 Summer Conference - Travel Expenses only	Philadelphia, PA	\$ 1,392.83	Election Training

DC Board of Elections
Travel Summary
FY 2018 (October 2017 - September 2018)

NAME	POSITION	DATE(s)	EVENT	LOCATION	EXPENSES	JUSTIFICATION
		8/26/18 - 8/31/18	The Election Center 34th Annual National Conference - Travel Expenses only	New Orleans, LA	\$ 1,341.38	Election Training
Jackson, Shirley	Public Affairs Specialist	10/15/17 - 10/18/17	The Election Center Symposium - Inclusion and Integrity in Election Administration - Registration Fee	Auburn, AL	\$ 99.00	Election Training
			The Election Center Symposium - Inclusion and Integrity in Election Administration - Travel Expenses	Auburn, AL	\$ 960.77	Election Training
		5/21/2018	2018 National Association of Secretaries of State (NASS) New Voter Forum - Registration Fee only	Washington, DC	\$ 75.00	Election Training
		8/26/18 - 8/28/18	The Election Center 34th Annual National Conference - Travel Expenses only	New Orleans, LA	\$ 832.70	Election Trainig
Jennings, Terrica	Attorney Advisor	7/17/18 - 7/20/18	ADA and Access to Public and Private Facilities and Programs Conference - Registration Fee	Boston, MA	\$ 1,400.00	Election Training
			ADA and Access to Public and Private Facilities and Programs Conference - Travel Expenses		\$ 1,554.53	
Maeruf, Mohammed	Supervisory IT Specialist	10/15/17 - 10/18/17	The Election Center Symposium - Inclusion and Integrity in Election Administration - Registration Fee	Auburn, AL	\$ 99.00	Election Training
			The Election Center Symposium - Inclusion and Integrity in Election Administration - Travel Expenses	Auburn, AL	\$ 1,014.21	Election Training
		2/16/18 - 2/19/18	2018 National Association of State Election Directors (NASED) Winter Meeting - Registration Fee only	Washington, DC	\$ 525.00	Election Training
		3/26/18 - 3/30/18	Belfer Center for Science and International Affairs Spring Conference - Travel expenses only	Cambridge, MA	\$ 557.78	Election Training

DC Board of Elections
Travel Summary
FY 2018 (October 2017 - September 2018)

NAME	POSITION	DATE(s)	EVENT	LOCATION	EXPENSES	JUSTIFICATION
		4/23/2018	2018 National Association of Secretaries of State (NASS) SOS IT Staff Roundtable - Registration Fee only	Washington, DC	\$ 200.00	Election Training
McGhie, Kenneth	General Counsel	12/3/17 - 12/6/17	Council of Governmental Ethics Laws (COGEL) 2017 Conference - Registration Fee	Toronto, ONT	\$ 590.00	Election Training
			Council of Governmental Ethics Laws (COGEL) 2017 Conference - Travel Expenses	Toronto, ONT	\$ 1,171.17	Election Training
		8/26/18 - 8/28/18	The Election Center 34th Annual National Conference - Registration Fee	New Orleans, LA	\$ 679.00	Election Training
			The Election Center 34th Annual National Conference - Travel Expenses		\$ 903.55	Election Training
Miller, Alice P.	Executive Director	2/16/18 -2/19/18	National Association of State Election Directors (NASSED) 2018 Winter Meeting - Registration Fee Only	Washington, DC	\$525.00	Election Training
		7/13/18 - 7/16/18	National Association of State Election Directors (NASSED) 2018 Summer Conference - Travel Expenses only	Philadelphia, PA	\$ 1,330.62	Election Training
Stroud, Terri	Policy Advisor	10/1/17 - 10/3/17	Electronic Registration Information Center (ERIC) Bipartisan Policy Center Meeting - Travel expenses only	Denver, CO	\$ 179.67	Election Training
		12/6/17 - 12/9/17	Electronic Registration Information Center (ERIC) and Motor Voter Conference -Travel expenses only	New Orleans, LA	\$ 515.58	Election Training
White, LaDawne	Public Affairs Specialist	5/21/2018	2018 National Association of Secretaries of State (NASS) New Voter Forum - Registration Fee only	Washington, DC	\$ 75.00	Election Training
				TOTAL EXPENSES:	\$ 25,707.96	

DC Board of Elections
Travel Summary
FY 2019 (October 2018 - September 2019)

NAME	POSITION	DATE(s)	EVENT	LOCATION	EXPENSES	JUSTIFICATION
Bryan, Raymond	IT Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Late Registration Fee only	Pentagon City, VA	\$ 569.00	Election Training
		2/23/19 - 2/26/19	The Election Center Workshop - Registration Fee only	Birmingham, AL	\$ 918.00	Election Training
Coll, Rachel	Supervisory Public Affairs Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
Fagan, Antoine	Supervisory IT Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
Jackson, Shirley	Public Affairs Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
Maeruf, Mohammed	Supervisory IT Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
McGhie, Kenneth	General Counsel	12/9/18 -12/12/18	Council on Governmental Ethics Laws (COGEL) 2018 Conference - Registration Fee	Philadelphia, PA	\$ 600.00	Election Training
			Council on Governmental Ethics Laws (COGEL) 2018 Conference - Travel Expenses	Philadelphia, PA	\$ 992.46	Election Training
Thompson, Richard	Election Training Coordinator	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
White, LaDawne	Public Affairs Specialist	1/10/19 -1/11/19	Joint Election Officials Liaison Committee (JEOLC) Conference - Registration Fee only	Pentagon City, VA	\$ 469.00	Election Training
		2/23/19 - 2/26/19	The Election Center Workshop - Registration Fee only	Birmingham, AL	\$ 918.00	Election Training
TOTAL EXPENSES:					\$ 6,811.46	

Board of Elections

Budget Enhancement Request

Fiscal Year 2018

Date	Description	Amount Needed	Approved or Denied
10/4/2017	To fully fund FTEs and hire new employees to carry out the agency's operation effectively	\$900,000.00	Approved
10/4/2017	To cover costs associated with relocation	\$350,000.00	Approved

Fiscal Year 2019 (YTD)

Date	Description	Amount Needed	Approved or Denied
10/1/2018	To cover the cost associated with the December Special Election	\$290,000.00	Approved

PO Number	Vendor Name	Vendor Type	Description	FY	Fund Detail	Comp Obj	Org Code	Program Code	Index	PCA	Project	Last Activity Date	Total Amt	Expenditures	PO Balance
PO564936	CITY AND COUNTY OF DENVER	5	FY17 -DLO/BOE E-petition for software from the City of Denver BOE identified an e-Sign App	2018	8200-FEDERAL GRANTS	0408-PROF SERVICE FEES AND CONTR	0100-BOARD OF ELECTIONS (CC)	4004-ELECTION OPERATIONS	HAVA8-BOARD OF ELECTIONS-FEDERAL GRANT	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	5290.59	-3879.28	1411.31
PO583681	ST. COLUMBA'S CHURCH	5	FY18-DLO-BOE-St. Columba's Episcopal Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	750.00	0.00	750.00
PO583687	MOUNT BETHEL BAPTIST CHURCH	5	FY18-DLO-BOE-Mount Bethel Baptist Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	500.00	0.00	500.00
PO583691	TRINITY AME ZION CHURCH	7	FY18-DLO-BOE-Trinity AME Zion Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	650.00	0.00	650.00
PO583692	HUGHES MEMORIAL UNITED	5	FY18-DLO-BOE-Hughes Memorial United Methodist Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	2960.00	0.00	2960.00

PO583693	PENN. AVE., BAPTIST CHURCH	5	FY18-DLO-BOE- The Pennsylvania Baptist Church- Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	790.00	0.00	790.00
PO583695	CHRIST CHURCH, GEORGETOWN	5	FY18-DLO-BOE- Christ Church Georgetown- Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	175.00	0.00	175.00
PO583723	ST PAUL'S ENGLISH LUTHERIAN CH	5	FY18-DLO-BOE-St. Paul's Lutheran Church-Facility Use Agreement- June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	300.00	0.00	300.00
PO583733	UNION TEMPLE BAPTIST CHURCH	7	FY18-DLO-BOE- Union Temple Baptist Church- Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	250.00	0.00	250.00
PO583734	SAINT FRANCIS XAVIER CHURCH	7	FY18-DLO-BOE-St. Francis Xavier Church-Facility Use Agreement- June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	250.00	0.00	250.00
PO583735	NATIVITY CATHOLIC CHURCH	5	FY18-DLO-BOE- Nativity Catholic Church-Facility Use Agreement- June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	250.00	0.00	250.00

PO584222	FOUNDRY UNITED METHODIST CHURCH	5	FY18-DLO-BOE-Foundry United Methodist Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	2250.00	0.00	2250.00
PO584223	BETHESDA BAPTIST CHURCH	5	FY18-DLO-BOE-Bethesda Baptist Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	100.00	0.00	100.00
PO584696	EUPHEMIA L. HAYNES PCS	3	FY18-DLO-BOE-E.L> Haynes Public Charter School-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	360.00	0.00	360.00
PO584697	COVENANT BAPTIST UNITED CHURCH	7	FY18-DLO-BOE-Covenant Baptist United Church of Christ-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	500.00	0.00	500.00
PO584822	FIRST CONGREGATIONAL UNITED	7	FY18-DLO-BOE-First Congregational Church-Facility Use Agreement-June 2018 Primary Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	9/30/2018	1500.00	0.00	1500.00
PO590670	ENTERPRISE HOLDINGS, INC.	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/18/2018	25000.00	-23115.17	1884.83
PO591038	ELECTION MGMT CONSULTING SVC	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/20/2018	159873.27	-85430.64	74442.63

PO591376	ELECTION SYSTEMS & SOFTWARE IN	5	FY19 DLO/BOE- Election Systems & Software (ES&S) Ballots for the November 2018 General Election	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/16/2019	235495.50	-190650.36	44845.14
PO591409	TOUCAN PRINTING AND PROMO	9		2019	0100-LOCAL FUNDS	0411- PRINTING, DUPLICATING, ETC	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/18/2018	100000.00	-39330.60	60669.40
PO591411	VRS COMPANY, INC.	5	FY19 DLO/BOE Establish a BPA for Printing Services for the production/maillin g of Citywide Voter Guide and other mailers	2019	0100-LOCAL FUNDS	0411- PRINTING, DUPLICATING, ETC	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/30/2018	100000.00	-61850.00	38150.00
PO591523	FEDEX CORP	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/22/2019	5000.00	-429.60	4570.40
PO591586	COMCAST SPOTLIGHT LLC	5	FY19-DLO-BOE- Comcast Holdings Advertisement- November 6, 2018 General Election	2019	0100-LOCAL FUNDS	0414- ADVERTISING	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/8/2019	10000.00	-9976.50	23.50
PO592044	XEROX CORPORATION	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/11/2018	34086.96	0.00	34086.96
PO592048	PAXTON VAN LINES	7	FY19 DLO/BOE- Transportation/De livery of Election Equipment, Ballots, Precinct Supplies for 2018 General Elections	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/28/2019	81035.36	0.00	81035.36

PO592048	PAXTON VAN LINES	7	FY19 DLO/BOE-Transportation/Delivery of Election Equipment, Ballots, Precinct Supplies for 2018 General Elections	2019	1734-CONTINGENCY RESERVE	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040A-ELECTION OPERATIONS	40004-CONTINGENCY CASH RESERVE	NOPROJ-NO PROJECT INFORMATION	1/28/2019	10349.62	0.00	10349.62
PO592213	SKY,LLC DBA/US OFFICE SOLUTION	5	FY19-DLO-BOE-BPA for Precinct Supplies	2019	0100-LOCAL FUNDS	0201-OFFICE SUPPLIES	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/20/2018	75000.00	-46793.59	28206.41
PO592301	THE GOODE COMPANIES, INC.	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/12/2018	5000.00	0.00	5000.00
PO592518	NEAL R GROSS & CO INC	9		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/4/2018	8500.00	-638.45	7861.55
PO592519	PREMIER OFFICE & MEDICAL SUPPL	5		2019	0100-LOCAL FUNDS	0201-OFFICE SUPPLIES	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/16/2018	75000.00	0.00	75000.00
PO592532	THOMSON REUTERS(TAX & ACC) INC	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/16/2018	2361.08	0.00	2361.08
PO592760	ELECTION SYSTEMS & SOFTWARE IN	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/16/2019	56250.00	-43975.00	12275.00
PO593222	WASHINGTON OVERHEAD DOOR	5	FY19 DLO/BOE Overhead Door Maintenance and Repair-BOE Warehouse-3535 V Street NE, DC	2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/23/2018	5000.00	0.00	5000.00
PO593981	MOUNT BETHEL BAPTIST CHURCH	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/31/2018	500.00	0.00	500.00
PO593985	15TH STREET PRESBYTERIAN CHURCH	7		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/11/2018	5000.00	-2500.00	2500.00
PO593986	UNION TEMPLE BAPTIST CHURCH	7		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/31/2018	1500.00	0.00	1500.00

PO593995	MATHEMATICAL ASSOC OF AMERICA	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	10/31/2018	4350.00	0.00	4350.00
PO594121	ELECTION SYSTEMS & SOFTWARE IN	5		2019	0100-LOCAL FUNDS	0702-PURCHASES - EQUIPMENT AND MACHINERY	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/1/2018	24000.00	0.00	24000.00
PO594352	EASTERN LIFT TRUCK CO. INC.	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/2/2018	5000.00	0.00	5000.00
PO594414	MT. MORIAH BAPTIST CHURCH	7		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/5/2018	400.00	0.00	400.00
PO594454	BETHESDA BAPTIST CHURCH	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/5/2018	100.00	0.00	100.00
PO594455	ALL SOULS MEMORIAL EPISCOPAL	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/5/2018	1000.00	0.00	1000.00
PO594935	CAPITAL MEMORIAL CHURCH	7		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/9/2018	1395.00	0.00	1395.00
PO595790	ST. COLUMBA'S CHURCH	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/27/2018	750.00	0.00	750.00
PO595831	FRIENDSHIP BAPTIST CHURCH	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/28/2018	500.00	0.00	500.00
PO595832	ST. BENEDICT THE MOOR CATHOLIC	7		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/28/2018	900.00	0.00	900.00
PO595855	FIRST CONGREGATIONAL UNITED	7		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/28/2018	1500.00	0.00	1500.00
PO595865	FOUNDRY UNITED METHODIST CHURCH	5		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	11/28/2018	2250.00	0.00	2250.00
PO596303	SAINT FRANCIS XAVIER CHURCH	7		2019	0100-LOCAL FUNDS	0409-CONTRACTUAL SERVICES - OTHER	4004-ELECTION OPERATIONS	4004-ELECTION OPERATIONS	4040L-ELECTION OPERATIONS	40400-ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/3/2018	250.00	0.00	250.00

PO596307	COVENANT BAPTIST UNITED CHURCH	7		2019	0100-LOCAL FUNDS	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/3/2018	500.00	0.00	500.00
PO596309	CHINATOWN SERVICE CENTER	5		2019	0100-LOCAL FUNDS	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/3/2018	2025.00	0.00	2025.00
PO596414	RECOVERY POINT SYSTEMS, INC.	5		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/7/2019	2576.34	-563.10	2013.24
PO596981	NETWORKING FOR FUTURE INC	9		2019	0100-LOCAL FUNDS	0408-PROF SERVICE FEES AND CONTR	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/11/2018	8750.00	0.00	8750.00
PO597594	SAINT SOPHIA GREEK ORTHODOX CA	5		2019	0100-LOCAL FUNDS	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	12/20/2018	3000.00	0.00	3000.00
PO597667	RR DONNELLEY	5		2019	1734- CONTINGENCY RESERVE	0411- PRINTING, DUPLICATING, ETC	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040A- ELECTION OPERATIONS	40004- CONTINGENCY CASH RESERVE	NOPROJ-NO PROJECT INFORMATION	12/20/2018	39709.50	0.00	39709.50
PO597709	EUPHEMIA L. HAYNES PCS	3		2019	1734- CONTINGENCY RESERVE	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040A- ELECTION OPERATIONS	40004- CONTINGENCY CASH RESERVE	NOPROJ-NO PROJECT INFORMATION	12/21/2018	240.00	0.00	240.00
PO598266	DATA NET SYSTEMS CORP	9		2019	0100-LOCAL FUNDS	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/7/2019	82409.56	0.00	82409.56
PO599094	BUILDING BRIDGES ACROSS RIVER	7		2019	0100-LOCAL FUNDS	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040L- ELECTION OPERATIONS	40400- ELECTION OPERATIONS	NOPROJ-NO PROJECT INFORMATION	1/24/2019	4325.00	0.00	4325.00
PO599095	ST. JOHNS COLLEGE	7		2019	1734- CONTINGENCY RESERVE	0409- CONTRACTUAL SERVICES - OTHER	4004- ELECTION OPERATIONS	4004- ELECTION OPERATIONS	4040A- ELECTION OPERATIONS	40004- CONTINGENCY CASH RESERVE	NOPROJ-NO PROJECT INFORMATION	1/24/2019	1600.00	0.00	1600.00
													1,199,357.78	-509,132.29	690,225.49

Board of Elections FY2018

▼ FY2018 Performance Accountability Report

The Performance Accountability Report (PAR) measures each agency's performance for the fiscal year against the agency's performance plan and includes major accomplishments, updates on initiatives, and key performance indicators (KPIs).

▼ Mission

The Board of Elections, a Charter independent agency, mission is to enfranchise eligible residents, conduct elections, and assure the integrity of the electoral process as mandated by both federal and local laws.

▼ Summary of Services

▼ FY18 Top Accomplishments

What is the accomplishment that your agency wants to highlight?	How did this accomplishment impact residents of DC?	How did this accomplishment impact your agency?
DCBOE implementation of eSign, a mobile petition circulation application. eSign allows campaigns to collect and submit digital signatures on ballot access petitions with tablets, and facilitates improved signature validation due to the ability to verify a signer's eligibility before they sign the petition.	eSign allowed participating candidates/campaigns to ensure that signatories were eligible on the spot. Moreover, there were no issues with legibility as there would be with handwritten information. This meant that participating candidates/campaigns did not have to collect a substantial number of signatures over the required amount to guarantee they would have enough valid ones.	eSign introduced efficiencies into the backend of the ballot access process, shortening the amount of time necessary to verify signatures collected with eSign, which in turn allowed staff more time to focus on other important election-related tasks.
Successful relocation of the D.C. Board of Elections (DCBOE) from 441 4th Street NW (OJS) to 1015 Half Street SE	DCBOE's relocation occurred six months prior to the June 2018 Primary Election and therefore at a time when DCBOE was in the midst of the election cycle. In fact, the ballot access period began within approximately three weeks of the Board's move. In addition, DCBOE was required to redesign several aspects of its election administration logistics and processes. Despite the move, its timing, and the attendant adjustments, DCBOE administered a successful June 2018 Primary Election.	After close to 25 years at OJS, DCBOE relocated its offices in January 2018 following a concentrated effort of working closely with the Department of General Services (DGS) and their contractors over the past year, to: 1) identify and build out the space; 2) pack the old office over the December holiday season; and 3) be open and ready for full operation at the onset of 2018. The new space provides an open environment for staff to have sufficient room to work at their work stations without having their work scattered on the floor due to lack of space. The new space also allows room for the staff to conduct poll worker training within the space.
Successful June 2018 Primary Election/Marked improvement of election night vote tabulation process. The Board's acquisition of new voting equipment in 2016 continues to result in the efficient delivery of election night results. Whereas during the November 2016 General Election, results from all 143 precincts were not reported until 12:09 a.m. on Election Night (a marked improvement over past years), during the June	Voters, candidates, campaigns, journalists and other interested parties were apprised of election results within approximately 1 and 1/2 hours after polls closed on election night.	Vote tabulation on election night does not mark the end of the election process; there are other post-election activities that must be performed prior to the certification of election results (counting of absentee and provisional ballots, post-election audits, etc.) and after (recounts, if any). The ability to conclude election night tabulation quickly and accurately allows DCBOE

What is the accomplishment that your agency wants to highlight?

2018 Primary Election, results from all 143 of the District's precincts were reported by 9:38 p.m. This is also a testament to the District's election workers, who performed their poll-closing duties efficiently and in accordance with the training they received.

How did this accomplishment impact residents of DC?

How did this accomplishment impact your agency?

to devote more time and attention to these other important tasks.

2018 Strategic Objectives

Objective Number	Strategic Objective
1	Increase the percentage of District of Columbia residents registered to vote.
2	Maintain an accurate and up-to-date voter registry
3	Increase accessibility, public awareness, and knowledge of the electoral process
4	Leverage technology to improve the efficiency of Board operations
5	Recruit and train poll workers adequately to fulfill duties and provide excellent customer service to voters
6	Create and maintain a highly efficient, transparent and responsive District government.**

2018 Key Performance Indicators

Measure	Freq	Target	Q1	Q2	Q3	Q4	FY2018	KPI Status	Explanation
1 - Increase the percentage of District of Columbia residents registered to vote. (1 Measure)									
Number of District of Columbia residents who are registered to vote each month	Annually	6000	Annual Measure	Annual Measure	Annual Measure	Annual Measure	3144	Unmet	In light of the DCBOE Voter Education and Outreach Division's increased voter registration activities during FY18, DCBOE anticipated monthly voter registration rates that would significantly exceed that of past years. This expectation was not met. DCBOE will analyze past data to determine a more realistic target for this measure going forward.
2 - Maintain an accurate and up-to-date voter registry (1 Measure)									
Number of registered voters who request non-address change related corrections to their voter records	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	134	No Target Set	

Measure	Freq	Target	Q1	Q2	Q3	Q4	FY2018	KPI Status	Explanation
3 - Increase accessibility, public awareness, and knowledge of the electoral process (1 Measure)									
Percent of polling places that are operationally accessible in FY 2018 elections	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	No Target Set	
4 - Leverage technology to improve the efficiency of Board operations (1 Measure)									
Number of voters who register or update their voter registration information electronically through the Board's mobile registration application	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	9461	No Target Set	
5 - Recruit and train poll workers adequately to fulfill duties and provide excellent customer service to voters (5 Measures)									
Percent of voting equipment open on time on Election Day	Annually	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	84.3%	Unmet	In some instances, the DS200s were not opened on time because the polling places were not opened on time. In other instances, the DS200s were not opened on time because of poll worker error or the inability to locate accessories (panel keys, extension cords, etc.,). In these instances, Area Representatives or Technical Rovers were dispatched to remedy the situation.
Percent of polling places open on time on Election Day	Annually	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	94.3%	Nearly Met	In some instances, Precincts Captains did not arrive in time to open. In other instances, the points of contact at the facilities did not arrive on time.
Percent of special ballots processed correctly in elections held in FY2018	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	97.4%	No Target Set	
Percentage of poll workers who complete and submit required post-election documentation in FY2018	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	95.7%	No Target Set	
Percentage of precincts that successfully	Annually	New Measure	Annual Measure	Annual Measure	Annual Measure	Annual Measure	89.3%		

Measure	Freq	Target	Q1	Q2	Q3	Q4	FY2018	KPI Status	Explanation
electronically transmit election results to Board headquarters on election night in FY2018								No Target Set	

**We've revisited a project to standardize District wide measures for the Objective "Create and maintain a highly efficient, transparent and responsive District government." New measures will be tracked in FY18 and FY19 and published starting in the FY19 Performance Plan.

▼ 2018 Workload Measures

Measure	Freq	Q1	Q2	Q3	Q4	FY 2018
2 - Processing voter registration information received (6 Measures)						
Number of voter registration applications and updates submitted online	Quarterly	975	1706	1386	5394	9461
Number of deceased voters removed from the voter registry	Quarterly	902	759	290	634	2585
Number of duplicate voters removed from the voter registry	Quarterly	203	317	251	1820	2591
Number of non-resident voters removed from the voter registry	Quarterly	853	1449	262	1093	3657
Number of incarcerated voters removed from the voter registry	Quarterly	100	95	41	394	630
Number of voter registration records with legacy birth dates (12/31/1800) corrected	Quarterly	745	1423	13	10	2191

▼ 2018 Strategic Initiatives

Title	Description	Complete to Date	Status Update	Explanation
COMMUNICATION (1 Strategic Initiative)				

Board of Elections FY2019

Agency Board of Elections

Agency Code DLO

Fiscal Year 2019

Mission The Board of Elections, a Charter independent agency, mission is to enfranchise eligible residents, conduct elections, and assure the integrity of the electoral process as mandated by both federal and local laws.

2019 Strategic Objectives

Objective Number	Strategic Objective
1	Increase the percentage of District of Columbia residents registered to vote.
2	Maintain an accurate and up-to-date voter registry.
3	Increase accessibility, public awareness, and knowledge of the electoral process
4	Leverage technology to improve the efficiency of Board operations
5	Recruit and train poll workers adequately to fulfill duties and provide excellent customer service to voters

2019 Key Performance Indicators

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
1 - Increase the percentage of District of Columbia residents registered to vote. (1 Measure)					
Number of District of Columbia residents who are registered to vote each month	Up is Better	4000	Not Available	3144	4000
3 - Increase accessibility, public awareness, and knowledge of the electoral process (1 Measure)					
Percent of polling places that are operationally accessible in FY 2018 elections	Up is Better	Not Available	Not Available	100%	100%
4 - Leverage technology to improve the efficiency of Board operations (1 Measure)					
Number of voters who register or update their voter registration information electronically through the Board's mobile registration application	Up is Better	Not Available	Not Available	9461	12,000
5 - Recruit and train poll workers adequately to fulfill duties and provide excellent customer service to voters (5 Measures)					
Percent of polling places open on time on Election Day	Up is Better	97.2%	Not Available	94.3%	100%
Percent of voting equipment open on time on Election Day	Up is Better	92.9%	Not Available	84.3%	100%
Percent of special ballots processed correctly in elections held in FY2018	Up is Better	Not Available	Not Available	97.4%	100%

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
Percent of poll workers who complete and submit required post-election documentation in FY2018	Up is Better	Not Available	Not Available	95.7%	100%
Percent of precincts that successfully electronically transmit election results to Board headquarters on election night in FY2018	Up is Better	Not Available	Not Available	89.3%	100%

▼ 2019 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
2 - Maintain an accurate and up-to-date voter registry. (1 Activity)			
VOTER SERVICES	Processing voter registration information received	Updating voter registry based upon information from voters and other sources	Daily Service
3 - Increase accessibility, public awareness, and knowledge of the electoral process (2 Activities)			
COMMUNICATION	Voter Education and Outreach Program	Enhancing the effectiveness and inclusiveness of our public messaging.	Key Project
ELECTION OPERATIONS	Feasibility Study	Exploring ways to enhance the election administration process while simultaneously implementing cost-saving measures	Key Project
4 - Leverage technology to improve the efficiency of Board operations (3 Activities)			
INFO TECH	Enhancement of IT Infrastructure	Undertaking comprehensive program to ensure the currency and security of our IT infrastructure so as to protect the security and integrity of voter registration and other data.	Key Project
INFO TECH	Records Conversion	Conservation of Space and Data	Key Project
ELECTION OPERATIONS	Procurement	Procurement of equipment that will introduce efficiencies into the Board's election administration program	Key Project

▼ 2019 Workload Measures

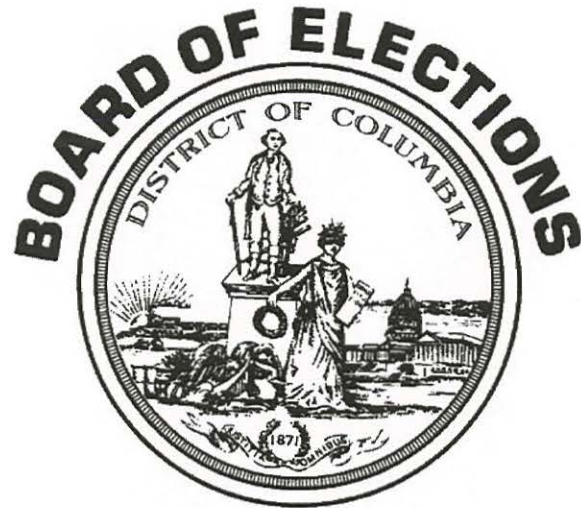
Measure	FY 2016	FY 2017	FY 2018
2 - Processing voter registration information received (6 Measures)			
Number of voter registration applications and updates submitted online	Not Available	Not Available	9461
Number of deceased voters removed from the voter registry	Not Available	Not Available	2585

Measure	FY 2016	FY 2017	FY 2018
Number of duplicate voters removed from the voter registry	Not Available	Not Available	2591
Number of non-resident voters removed from the voter registry	Not Available	Not Available	3657
Number of incarcerated voters removed from the voter registry	Not Available	Not Available	630
Number of voter registration records with legacy birth dates (12/31/1800) corrected	Not Available	Not Available	2191

[2019 Strategic Initiatives](#)

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Enhancement of IT Infrastructure (1 Strategic Initiative)		
Information Technology Modernization	For FY19, BOE seeks to modernize its Information Technology (IT) infrastructure through the upgrading or replacement of computers, servers, routers, switches, desk- and lap-tops, communication devices, tablets, scanners, firewalls, IT data storage, and data recovery solutions.	09-30-2019
Feasibility Study (1 Strategic Initiative)		
Vote-by-Mail Study Update	For FY19, the Board will build upon a previous BOE-issued mail ballot study to evaluate the feasibility of all-mail ballot elections for specific elections.	09-30-2019
Processing voter registration information received (1 Strategic Initiative)		
Registration Modernization	For FY19, BOE seeks to install tablets loaded with the Board's mobile registration application at the customer service counters at designated voter registration agencies to facilitate increased and more efficient and accurate voter registration at these locations.	09-30-2019
Procurement (1 Strategic Initiative)		
Voting Equipment Procurement	For FY19, BOE seeks to purchase the voting equipment it procured in 2016 through a leasing agreement . In addition, BOE seeks to purchase additional voting equipment in order to expand early voting from nine early voting centers up to 16.	12-31-2018
Records Conversion (1 Strategic Initiative)		
Digitization of Voter Records	For FY19, BOE seeks to digitize approximately 1,000,000 voter registration records which contain Personally Identifiable Information (PII) for space and security purposes.	09-30-2019
Voter Education and Outreach Program (1 Strategic Initiative)		

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Expansion of Voter Education and Outreach Division	For FY19, BOE seeks to add an additional FTE that will be tasked primarily with providing voter registration outreach services to students and inmates.	09-30-2019



**NOVEMBER 6, 2018
GENERAL ELECTION
AFTER-ACTION REPORT**

I. INTRODUCTION

Under D.C. Official Code §1-1001.05(K) and 3 DCMR § 817, within 90 days following a general election, the District of Columbia Board of Elections (“the Board”) must publish on its website an after-action report containing certain data and information concerning the election. The report must contain the following information:

- The total number of ballots cast and counted, with subtotals for each type of ballot;
- The total number of spoiled and special ballots not counted;
- The total number of persons registered to vote at the “close” of registration for the election, broken down by party, ward, and precinct;
- The number of persons who registered to vote between the “close” of registration for the election and the date of the election;
- The number of persons who registered to vote at an early voting center;
- The number of persons who registered to vote on Election Day;
- The number of polling place officials at each precinct, broken down by position title;
- Copies of any unofficial summary reports generated by the Board on election night;
- A summary of issues identified in Precinct Captain or Area Representative reports;
- Performance measurement data of polling place officials;
- A description of any irregularities experienced on Election Day;
- Recommendation for means by which the efficiency, accuracy, and speed of counting and reporting election results can be improved, including equipment or technology and an estimate of associated costs; and
- Any other relevant information.

Accordingly, the Board presents this after-action report on the November 6, 2018 General Election (“the Election”).

II. D.C. OFFICIAL CODE §1-1001.05(K)/ 3 DCMR § 817 DATA

A. Ballot Data

1. Total number of votes cast and counted, broken down by type of ballot, including the number of spoiled and special ballots that were not counted:
 - a. Total Number of Ballots Cast: **231,700**
 - b. Total Number of Ballots Cast on Election Day: **168,546¹**
 - c. Total Number of Ballots Cast during Early Voting: **52,512**

The Board operated **14** Early Voting Centers during the Election – two in each of the District’s eight wards, with the exception of Wards 1 and 2, which each had one. Early voting commenced on Monday, October 22, 2018 and concluded on Friday, November 2, 2018. There were 12 days of early voting in all, including Sundays.

A total of **601** election workers worked **3,296** early voting shifts. The Early Voting Centers were generally staffed by **9-12** workers at any given time based on the day of the week and traffic at the site. The One Judiciary Square Early Voting Center averaged **13-16** workers due to the availability of paper ballots at that site.

The location, dates and hours of operation, voting equipment deployment numbers, and daily and cumulative turnout figures for each Early Voting Center for the Election were as follows:

Monday, October 22, 2018 — Friday, November 2, 2018 (8:30 a.m. to 7:00 p.m.)

Ward EV 2A: One Judiciary Square, 441 4th Street, NW

Equipment Deployed: 10 ExpressVotes; 4 DS200s; 6 Poll Pads²

Date	Turnout
Monday, October 22	1,012
Tuesday, October 23	777
Wednesday, October 24	673
Thursday, October 25	663
Friday, October 26	571
Saturday, October 27	317
Sunday, October 28	354
Monday, October 29	677
Tuesday, October 30	907
Wednesday, October 31	1,007
Thursday, November 1	1,329
Friday, November 2	2,128
	Total: 10,415

¹ This number includes 1,957 curbside ballots cast on Election Day.

² On Election Day, each of the 140 polling places was equipped with one DS200 and two ExpressVotes except for Precinct #83, which had two DS200s and 4 ExpressVotes. Seven hundred and twenty-five Poll Pads were distributed among the polling places based upon anticipated turnout. (For Poll Pad distribution by precinct, see Attachment #10.)

Friday, October 26, 2018 — Friday, November 4, 2018 (8:30 a.m. to 7:00 p.m.)

Ward EV - 1A: Columbia Heights Community Center, 1480 Girard St., NW
Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	503
Saturday, October 27	566
Sunday, October 28	570
Monday, October 29	494
Tuesday, October 30	684
Wednesday, October 31	741
Thursday, November 1	1,052
Friday, November 2	2,015
	Total: 6,625

Ward EV3A: Chevy Chase Community Center, 5601 Connecticut Ave., NW
Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	667
Saturday, October 27	682
Sunday, October 28	532
Monday, October 29	629
Tuesday, October 30	613
Wednesday, October 31	587
Thursday, November 1	688
Friday, November 2	1,084
	Total: 5,482

Ward EV - 3B: Cleveland Park Neighborhood Library, 3310 Conn. Ave., NW
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	502
Saturday, October 27	492
Sunday, October 28	498
Monday, October 29	391
Tuesday, October 30	469
Wednesday, October 31	493
Thursday, November 1	581
Friday, November 2	1,070
	Total: 4,496

Ward EV - 4A: Takoma Park Recreation Center, 300 Van Buren Street, NW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	465
Saturday, October 27	280
Sunday, October 28	216
Monday, October 29	441
Tuesday, October 30	409
Wednesday, October 31	422
Thursday, November 1	564
Friday, November 2	856
	Total: 3,653

Ward EV - 4B: Emery Heights Community Center, 5801 Georgia Ave., NW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	181
Saturday, October 27	114
Sunday, October 28	64
Monday, October 29	153
Tuesday, October 30	176
Wednesday, October 31	152
Thursday, November 1	279
Friday, November 2	493
	Total: 1,612

Ward EV - 5A: Turkey Thicket Recreation Center, 1100 Michigan Ave., NE
 Equipment Deployed: 12 ExpressVotes; 3 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	778
Saturday, October 27	490
Sunday, October 28	422
Monday, October 29	747
Tuesday, October 30	779
Wednesday, October 31	747
Thursday, November 1	967
Friday, November 2	1,494
	Total: 6,424

Ward EV - 5B: Trinidad Recreation Center, 1310 Childress Street, NE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	83
Saturday, October 27	63
Sunday, October 28	46
Monday, October 29	69
Tuesday, October 30	88
Wednesday, October 31	110
Thursday, November 1	154
Friday, November 2	336
	Total: 949

Ward EV - 6A: King Greenleaf Recreation Center, 201 N Street, SW
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	268
Saturday, October 27	214
Sunday, October 28	242
Monday, October 29	217
Tuesday, October 30	288
Wednesday, October 31	276
Thursday, November 1	422
Friday, November 2	752
	Total: 2,679

Ward EV - 6B: Sherwood Recreation Center, 640 10th Street, NE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	374
Saturday, October 27	369
Sunday, October 28	428
Monday, October 29	374
Tuesday, October 30	389
Wednesday, October 31	388
Thursday, November 1	478
Friday, November 2	984
	Total: 3,784

Ward EV-7A: Deanwood Recreation Center, 1350 49th Street, NE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	271
Saturday, October 27	106
Sunday, October 28	73
Monday, October 29	224
Tuesday, October 30	221
Wednesday, October 31	257
Thursday, November 1	262
Friday, November 2	490
	Total: 1,904

Ward EV- 7B: Benning Stoddert Community Center, 100 Stoddert Place, SE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	163
Saturday, October 27	79
Sunday, October 28	58
Monday, October 29	146
Tuesday, October 30	148
Wednesday, October 31	183
Thursday, November 1	242
Friday, November 2	433
	Total: 1,452

Ward EV- 8A: Malcolm X Elementary School, 1351 Alabama Avenue, SE
 Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	305
Saturday, October 27	133
Sunday, October 28	108
Monday, October 29	237
Tuesday, October 30	267
Wednesday, October 31	254
Thursday, November 1	377
Friday, November 2	581
	Total: 2,262

Ward EV – 8B: Barry Farm Recreation Center, 1230 Sumner Road, SE
Equipment Deployed: 10 ExpressVotes; 2 DS200s; 6 Poll Pads

Date	Turnout
Friday, October 26	108
Saturday, October 27	25
Sunday, October 28	32
Monday, October 29	80
Tuesday, October 30	78
Wednesday, October 31	70
Thursday, November 1	160
Friday, November 2	222
	Total: 775

d. Total Number of Absentee Ballots Sent/Counted: **13,673/9,667³**

The Board sent **12,400** absentee ballots to civilian voters, and **1,273** absentee ballots to voters covered by the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA). In addition, the Board received **6** Federal Write-in Absentee Ballots (FWABs) from UOCAVA voters.

Of the 12,400 civilian absentee ballots transmitted:

- 9,019 were returned and counted;
- 332 were returned and rejected
- 367 were returned as undeliverable;
- 1 was spoiled; and
- 2,681 were neither returned by the voter nor returned as undeliverable.

Of the 1,273 UOCAVA ballots transmitted:

- 642 were returned and counted;
- 18 were rejected;
- 3 were returned as undeliverable; and
- 610 were neither returned by the voter nor returned as undeliverable.

Of the 6 FWABs received from UOCAVA voters, all were counted.

In all, the Board counted **9,667** absentee ballots.

³ This number includes the 6 FWABs that were mailed to the Board.

Table 1. Absentee Ballots – Comparison to Past General Elections

Election	Absentee Ballots Transmitted by Board (Civilian/UOCAVA)	Absentee Ballots Returned/ Counted	Absentee Ballot Return Rate	Returned Absentee Ballot Acceptance Rate
11/6/12	17,362 (14,378/2,984)	13,121/11,588	75.6%	88.3%
11/4/14	8,535 (7,705/830)	6,367/5,989	74.5%	94.1%
11/8/16	25,520 (21,362/4,158)	20,991/20,781	78.3%	99.3%
11/6/18	13,673 (12,400/1,273)	10,011 ⁴ /9661 ⁵	73.22%	96.5%

Table 2. Votes Cast and Counted by Type - Comparison to Past General Elections

Election	Absentee Voters	% of Overall Turnout	Election Day Voters	% of Overall Turnout	Early Voters	% of Overall Turnout	Overall Turnout	Total Registered Voters	Turnout Percentage
11/6/12	11,588	3.93	191,166	64.84	57,053	19.35	294,814	483,775	60.94
11/4/14	5,989	3.38	125,807	70.9	26,660	15.03	177,377	461,325	38.45
11/8/16	20,781	6.6	186,326	59.6	101,077	32.3	312,575	478,688	65.2
11/6/18	9,667	4.17	168,546 ⁶	72.7	52,512	22.66	231,700	500,511	46.29

- e. Total Number of Provisional Ballots Voted: **2,406**
- f. Total Number of Provisional Ballots Counted: **975**
- g. Total Number of Provisional Ballots Rejected: **1,431**

Of the 1,431 special ballots rejected:

- 986 were rejected because the voter voted out-of-precinct;
- 260 were rejected because the voter was either a same day registrant or a first-time voter who registered to vote by mail and failed to provide sufficient identification;
- 105 were rejected because the special ballot envelope was materially incomplete;
- 73 were rejected because the voter had already cast an absentee ballot or voted early; and
- 7 were rejected because the special ballot envelope lacked the voter's signature.

Table 3. Special Ballots – Comparison to Past General Elections

Election	Special Ballots Cast	Special Ballots Accepted	Special Ballot Acceptance Rate
11/6/12	38,636	33,894	91.6%
11/4/14	18,921	17,726	93.7%
11/8/16	3,447	1,990	57.7%
11/6/18	2,406	975	40.5%

⁴ This number does not include the 6 FWABs that were received from UOCAVA voters.

⁵ This number does not include the 6 FWABs that were received from UOCAVA voters and counted.

⁶ This number includes the 1,957 that voted curbside on Election Day.

- h. Total Number of Curbside Ballots: **1,957**
- i. Total Number of Spoiled Ballots: **2,260**

B. Registration Activity Data

- 1. The Number of Persons Registered:
 - a. More than 21 days preceding the election, broken down by party, ward, and precinct: **495,531 (See Attachment #1)**
 - b. Between 21 days preceding the election and Election Day:
 - i. October 16, 2018 through October 21, 2018: **1,827**
 - ii. October 22, 2018 through November 2, 2018 (Early Voting): **1,066**
 - c. On Election Day: **10,056**

C. Election Worker Data

- 1. The number of polling place officials by precinct, broken down by position title: **(See Attachment #2)**
- 2. Number of Student Election Workers on Election Day: **125**
- 3. A synopsis of any issues identified in Precinct Captain or Area Representative logs:

These issues were cited most frequently by Precinct Captains and Area Representatives:

- Many campaign workers were overly aggressive and, because they had not been given sufficient information regarding their actual roles at the precincts, told election workers that they had been assigned to work at the precincts (as poll workers) which led to confusion;
- Insufficient number of DS200s and ExpressVotes at certain precincts, and DS200s took too long to process ballots;
- Certain voting locations were too small to accommodate voter volume or were otherwise not conducive to an efficient voting program;

- Insufficient number of election workers and Poll Pads available to process same day registrants and special ballot voters; and
- Election workers forgot how to perform duties of the positions they were trained in due to length of time between training and Election Day, but they failed to consult the poll worker manuals they were given at training and on Election Day in the equipment bins.

4. Performance Measurement Data of Polling Place Officials: (See Attachment #3)

D. Election Night Reporting Information and Data

1. Delivery of Election Results

On the night of the Election, the results from all but ten precincts were successfully transmitted to the Board via the DS200's wireless modem.⁷

As the Election Night Summary Results Reports indicate:

- Results from 108 of 143 precincts were received by 8:36 p.m.
- Results from 13 additional precincts were received by 9:12 p.m. (121 precincts total)
- Results from 12 additional precincts were received by 9:42 p.m. (133 precincts total)
- Results from nine additional precincts were received by 10:47 p.m. (142 precincts total)
- Results from the last precinct was received at 10:26 a.m. on November 7, 2018 (143 precincts total)⁸

Results from 133 precincts (93% of all precincts) were received within an hour and a half after the polls closed on Election Day. The majority of the remaining precincts could not produce results until after that time because they were still processing voters who were in line at 8:00 p.m. (and thus entitled to cast a ballot), and could not “close out” their machines and produce results until the last voter had voted.

2. Copies of Any Unofficial Summary Reports Generated by BOE on Election Night: (See Attachment #4 - #9)

⁷ The results from the remaining ten precincts were uploaded using USB Backup Memory Devices which are stored within each DS200 and contain results data. All USB Backup Memory Devices are to be returned to BOE headquarters on election night in accordance with established BOE practice.

⁸ The Board was not able to retrieve the results for the last precinct until the day after the Election due to transmission difficulties and the fact that the USB Backup Memory Device that should have been returned to BOE headquarters on election night was inadvertently left in the DS200 overnight. The facility where the DS200 was located was locked and secure at all times, so the results media remained safe until Board staff was able to retrieve it the following morning.

E. A Description of Irregularities Experienced on Election Day

1. Incorrect Ballot Distribution

On Election Day, the Board received reports that election workers at a few precincts were not issuing the correct ballot style to voters. The specific concern was that voters who resided in one Advisory Neighborhood Commission (ANC) Single-Member Districts (SMD) were given ballots that corresponded to another SMD serviced at the same polling place. In response to each such report, the Board contacted the Precinct Captain at the precinct involved and instructed him or her to ensure that each voter received the appropriate ballot.

Despite the fact that poll workers are specifically trained on the proper issuance of ballots, incorrect ANC ballot distribution continues to be a problem in general elections. This is attributable to election workers having to manage multiple unique ballot styles within a single precinct due to the presence of ANC SMD contests on the ballot. (For example, Precinct #129 has nine different ballots styles: SMDs 2A01, 2C01, 2C03, 2F04, 2F05, 2F06, 2F07, 2F08, and 6D04. Another precinct, #17, also has nine.) In addition, voters often do not recognize that they have received an incorrect ballot and cast it, at which point it is too late to correct the matter.

The Board took several steps to address this issue in advance of the Election. First, when establishing the ballot layout, the Board designed the ballot so that the ANC SMD number was prominently displayed three times on the top of the ballot. Second, the Board updated the Voter Rights and Responsibilities section of the Voter Guide, which is mailed to every household, posted on the Board's website, and included in the supply bins delivered to each voting location for use by voters, to include an instruction to voters to make sure they have received the correct ballot before they vote. Third, the Board's election worker training team stressed the need for correct ballot distribution in each class, and designed hands-on exercises for all election workers that focused on correct ballot distribution. For example, election workers were given sample ballot tickets and tasked with matching the tickets with the correct sample ballots. The Board will continue to explore ways to address this issue.

F. OTHER RELEVANT INFORMATION

1. Election Workers and Support Network

In light of anticipated turnout for the Election, the Board set a staffing goal of 1,960 election workers to ensure adequate and timely customer service across the city's 143 voting precincts (14 workers per precinct). This goal took into account data the Board reviewed from past elections, including the number of workers who complete training but drop out either before or after being assigned to polling places, as well as the number of workers who fail their training classes.

The Board ultimately deployed 1,694 workers on Election Day. In all, 1,939 workers were trained. Of these, 33 failed their training classes, and 212 either dropped out before voting began, or were "no-shows" on Election Day.

Table 4. Election Worker Positions

Position	Number per Precinct	Total	Position Description
Precinct Captain	1	140 (Three precincts were combined)	Responsible for the overall management of the polling place, monitoring all election workers to ensure they are performing duties in accordance with DCBOE policies and procedures
Assistant Precinct Captain	1	23	Assist Precinct Captain with the performance of their duties
Check-in Clerk	2-9	405	Check voters in and direct to appropriate clerk
Special Ballot Clerk	1-4	282	Process all voters whose eligibility to vote a regular ballot is in question
Ballot Clerk/Voter Assistant Clerk	2-7	719	Ensure voters are given the correct ballots, and assist voters with disabilities, senior citizens, curbside voters, and other voters as necessary
Youth Election Workers	2-6	125	Assisted election workers with their duties.
	8-24	1,694	

Table 5. Election Worker Age Breakdown

Election Worker Age Range	Number of Election Workers
Under 18 years old	93
18 to 25	91
26 to 40	238
41 to 60	528
61 to 70	500
71 years old and over	244
	1,694

Election workers were supported on Election Day by a multi-tiered network of trained individuals and election professionals that consisted of the following components:

- **Area Representatives.** The Board deployed 30 area representatives to provide roving supply support and assistance to polling places on Election Day. Each area representative supported four to six polling places. Area representatives also assisted in setting up polling places the day prior to Election Day.
- **Information Technology (IT) Rovers.** Eighteen IT Rovers provided support to three to five polling places each, in an effort to ensure that the voting equipment was opened properly and on time, and closed properly after the last voter voted. IT Rovers were responsible for repairing and replacing equipment as needed, and otherwise assisted

with troubleshooting technical or connectivity issues that precinct-based tech-certified election workers (see below) could not solve.

- **Precinct-based tech-certified election workers.** Ninety-seven (97) election workers received additional training to serve as precinct-based technicians. They assisted Precinct Captains with opening and closing the voting equipment and troubleshooting basic problems as needed.
- **Americans with Disabilities Act (ADA) Compliance Assistants.** The Board deployed 35 ADA Compliance Assistants throughout the city on Election Day. Each was assigned four to five polling places to visit throughout Election Day in order to identify and address any correctable issues that presented barriers to voting for senior citizens and people with disabilities. ADA Compliance Assistants were tasked with several duties, including: completing a precinct operational accessibility survey; posting directional signage along routes to the polling place's accessible entrance and the voting area itself; propping doors open where possible; assisting election workers with assigning accessible parking spaces where possible; placing the accessible entrance bells at the appropriate places; and ensuring that auxiliary aids, including magnifying glasses, Language Access kits, and headphones, were available and prominently displayed so that voters were aware of their availability.
- **Foreign Language and American Sign Language (ASL) Interpreters.** Thirty-one Spanish, 5 Mandarin, 1 Vietnamese, 2 Amharic, and 6 ASL interpreters were deployed to 52 polling places to enable limited English proficient (LEP) voters and voters with auditory disabilities to participate meaningfully in the electoral process.
- **Election Help Desk.** The Board operated an 18-person Help Desk (Call Center) to field calls from Precinct Captains regarding supplies, technical issues, voter questions, and election worker personnel issues. The Help Desk contacted tech rovers and area representatives when an issue could not be resolved over the phone. The Help Desk staff included members of the election worker training team, temporary election workers, technical experts from the BOE's equipment vendors, and election staff.

2. Facilities

The Board operated 143 precincts at 140 polling places on Election Day (three polling places housed two precincts each). The Board collaborated with the Department of General Services (DGS), the Department of Transportation (DDOT) and the Office of Disability Rights (ODR) to ensure that polling places were both structurally and operationally accessible for the General Election. DGS provided a team of facility managers, building managers, and engineers to correct structural issues at government buildings that serve as polling places. Modifications included installing automatic door openers, temporarily removing narrow doors, providing temporary ramps, and removing center poles that were obstructing narrow doorways.

Table 6. Polling Place Modifications

Precinct #	Precinct Name	November- General Election
4	School Without Walls (Francis Stevens High School)	Temporary ramp installed
8	Palisades Recreation Center	New permanent ramp and ADA compliant front door installed
13	St Margaret's Episcopal Church	Threshold installed at accessible entrance
37	Banneker Community Recreation Center	Temporary ramp installed
45	Metropolitan Police Department - Regional Operation Command (North)	Permanent ramp installed at rear entrance, parking lot restriped to meet ADA standards, and sidewalk (front to back) completely repaved for the general election.
60	St John United Baptist Church	Temporary ramp installed
67	Bunker Hill Elementary School	Temporary ramp installed
69	Perry Street Preparatory PCS @ Taft	Temporary ramp installed
81	Miner Elementary School	Temporary ramp installed
82	Sherwood Recreation Center	New door installed
83	J.O. Wilson Elementary School	Temporary ramp installed
98/99	Smothers Elementary School	Center bar removed
120	Malcolm X Elementary School	Temporary ramp installed
106	Ridge Road Recreation Center	Temporary ramp installed
121	Ferebee-Hope Recreation Center	Center bar removed

The following precincts were relocated between the end of the 2016 election cycle and the General Election:

Ward 1

Precinct 24:

New location: Marie Reed Elementary School, 2201 18th Street, NW

Old location: Mary's Center, 2355 Ontario Road, NW

Reason for Relocation: The precinct had been relocated from Marie Reed to Mary's Center for the 2016 election cycle due to renovations.

Ward 2

Precinct 6:

New location: Duke Ellington High School, 3500 R Street, NW

Old location: Georgetown Community Library, 3260 R Street, NW

Reason for Relocation: The precinct had been relocated from Duke Ellington to Georgetown Community Library for the 2016 election cycle due to renovations.

Precinct 14:

New location: MAA Carriage House, 1781 Church Street, NW

Old location: The Whittemore House, 1526 New Hampshire Avenue, NW

Reason for Relocation: MAA Carriage House was not available for the 2018 Primary Election, but became available for the General Election.

Precinct 129:

New location: First Congregational United Church of Christ, 945 G Street, NW

Old location: Martin Luther King, Jr. Library, 901 G Street, NW

Reason for Relocation: Renovations at Martin Luther King, Jr. Library.

Ward 3

Precinct 8:

New location: Palisades Recreation Center, 5200 Sherier Place, NW

Old location: Palisades Neighborhood Library, 4901 V Street, NW

Reason for Relocation: The precinct had been relocated from Palisades Recreation Center to Palisades Neighborhood Library for the 2018 Primary Election due to renovations.

Precinct 29:

New location: Washington Hebrew Congregation, 3935 Macomb Street, NW

Old location: Second District Police Station, 3320 Idaho Avenue, NW

Reason for Relocation: The precinct had been relocated from the Second District Police Station to Washington Hebrew Congregation for the 2018 Primary Election due to renovations.

Precinct 33:

New location: Murch Elementary School (Cafeteria), 4810 36th Street, NW

Old location: St. Paul's Lutheran Church (Church Hall/Multi-Purpose Room), 4900 Connecticut Avenue, NW

Reason for Relocation: The precinct had been relocated from Murch Elementary School to St. Paul's Lutheran Church for the 2016 election cycle due to renovations.

Precinct 136:

New location: All Souls Episcopal Church, 2300 Cathedral Avenue, NW

Old location: Leading Age, 2519 Connecticut Avenue, NW

Reason for Relocation: The precinct had been relocated to Leading Age due to Americans with Disabilities Act (ADA) compliance issues; it was relocated back after modifications at All Souls Episcopal resolved the ADA issues.

Ward 4

Precinct 59:

New location: Takoma Community Center, 300 Van Buren Street, NW

Old location: Coolidge Senior High School, 6315 5th Street, NW

Reason for Relocation: The precinct was relocated due to renovations occurring at Coolidge Senior High School.

Precinct 60:

New location: St. John United Baptist Church (Church Hall) 6343 13th Street, NW

Old location: Nativity Catholic Church (Gymnasium), 6000 Georgia Avenue, NW

Reason for Relocation: The precinct was relocated to St. John United Baptist Church due to accessibility concerns at Nativity Catholic Church.

Ward 6

Precinct 86:

New location: Mount Moriah Baptist Church (Multi-Purpose Room), 1636 East Capitol Street, NE

Old location: Eliot-Hine Middle School (Multi-Purpose Room), 1830 Constitution Avenue, NE

Reason for Relocation: The precinct was relocated to Mount Moriah Baptist Church because Eliot-Hine Middle School was unavailable.

Precinct 91:

New location: Watkins Elementary School, 420 12th Street, SE

Old location: Friendship PCS Chamberlain Campus, 1345 Potomac Avenue, SE

Reason for Relocation: The precinct had been relocated from Watkins Elementary School to Friendship PCS Chamberlain Campus for the 2016 election cycle due to renovations.

Ward 7

Precinct 92:

New location: Kenilworth Recreation Center, 4321 Ord Street, NE

Old location: Zion Baptist Church-Eastland, 1234 Kenilworth Avenue, NE

Reason for Relocation: The precinct had been relocated from Kenilworth Recreation Center to Zion Baptist Church Eastland for the 2016 election cycle due to renovations.

Precinct 93:

New location: Deanwood Recreation Center (Multi-Purpose Room), 1350 49th Street, NE

Old location: Houston Elementary School (Multi-Purpose Room), 1100 50th Place, NE

Reason for Relocation: The precinct was relocated to Deanwood Recreation Center for the 2018 General Election due to renovations occurring at Houston Elementary School.

Precinct 105:

New location: Benning Park Recreation Center (Multi-Purpose Room), 5100 Southern Avenue, SE

Old location: C.W. Harris Elementary School (Multi-Purpose Room), 301 53rd Street, SE

Reason for Relocation: The precinct was relocated to Benning Park Recreation Center for the 2018 General Election due to renovations occurring at C.W. Harris Elementary.

Precinct 113:

New location: Hillcrest Recreation Center, 3100 Denver Street, SE

Old location: East River Washington Senior Wellness Center, 3001 Alabama Avenue, SE

Reason for Relocation: The precinct was relocated to Hillcrest Recreation Center for the 2018 Primary Election due to ADA compliance issues at East River Washington Senior Wellness Center.

Ward 8

Precinct 116:

New location: THEARC West (Black Box Theater), 1801 Mississippi Avenue, SE

Old location: THEARC East (Community Room/Auditorium), 1901 Mississippi Avenue, SE

Reason for Relocation: The precinct was relocated to THEARC West for the 2018 General Election because that facility offered a larger space and more fully met the Board's ADA compliance needs.

3. Voter Education and Outreach

Prior to the November 6, 2018 General Election, the Board's Voter Education and Outreach Division (VEOD) once again utilized the Ward Outreach Coordinator Program (WOC Program), which the Board implemented in 2016. The WOC Program was established to assist VEOD with conducting voter registration drives, recruiting election workers, and educating District of Columbia residents about all aspects of the voting process.

Twelve Ward Outreach Coordinators were recruited, trained, and assigned to visit nursing homes, assisted living residences, and rehabilitation facilities to offer residents the opportunity to register to vote and to vote by absentee ballot in the Election. As designated ambassadors of the Board, the Ward Outreach Coordinators were divided into two groups, based on the geographical landscape of the city. A team of Ward Outreach Coordinators was assigned to facilities located in Wards one through four, and the other team supported facilities located in Wards five through eight.

Between the dates of the Primary Election and the Election, Ward Outreach Coordinators and VEOD staff registered voters and administered absentee voting at a total of 28 nursing homes/senior living facilities citywide. Additionally, VEOD staff participated in 42 community events, meetings, and special presentations.

In preparation for the Election, VEOD conducted "Lunchtime Drives" at 10 public schools. The Board also partnered with Mikva Challenge, an organization dedicated to developing civic engagement in the District's youth, to register new voters and recruit student poll workers. As a result of VEOD's student outreach efforts prior to the Election:

- **241** students in the District of Columbia were registered to vote;
- **129** students submitted applications to serve as Student Election Workers, and **125** students served in that capacity on Election Day.

VEOD attended monthly naturalization ceremonies at the United States District Court for the District of Columbia. As a result of VEOD's outreach efforts at these events prior to the General Election, **393** new citizens registered to vote. The table below breaks down the number of registrations received on each date.

Table 7. Voter Registration at Naturalization Ceremonies.

Date	Number of Attendees	Number of New Voter Registration Applications
July 10, 2018	116	75
August 14, 2018	116	58
September 11, 2018	126	77
September 28, 2018	118	91
October 9, 2018	118	92
TOTAL	594	393

VEOD's outreach efforts yielded 900 absentee ballots cast by residents at nursing homes and senior living facilities, and 127 absentee ballots cast at the D.C. Central Correctional and Central Treatment facilities by individuals serving sentences for misdemeanors or awaiting trial.

The VEOD launched and implemented the Adopt-A-Precinct pilot program prior to the June 19, 2018 Primary Election. Adopt-A-Precinct is a partnership program intended to increase civic involvement and community participation. Through this program, the Board developed new partnerships with several community groups and organizations based in the District. Participating groups and organizations "adopted" polling places in Wards one through eight, and provided volunteers to serve as poll workers on Election Day. The Board secured nine community partners to adopt a total of 13 target precincts on Election Day (**Table 8**).

For the Election, DCBOE partnered with five community groups and organizations. There were two groups – the Federal Alumnae Chapter of Delta Sigma Theta Sorority, Inc. and the 801 East Men's Shelter – that were each able to provide approximately 12 participants. These groups "adopted" two precincts each for the Election. A total of seven target precincts were adopted for the Election (**Table 9**).

In recognition of National Voter Registration Day, which was September 25, 2018, VEOD and the Board partnered with the Washington Nationals to hold a game-night registration drive. Staff from the Board operated several registration tables where game attendees could register to vote, update their registration, and get registration and election-related educational materials.

In an effort to keep the general public informed about all matters related to District elections, the Board published a shorter, more streamlined Voter's Guide, which was mailed to each District of Columbia household. The Voter's Guide included the names of the candidates that would appear on the ballot, voter registration and absentee voting information, polling place relocations, and other helpful information. The Board also mailed a postcard to each District of Columbia household informing voters of contests on the ballot, the locations, dates, and hours of operation for the Early Voting Centers, and the hours of operation for polling places on Election Day. The Board also kept voters apprised of Early Voting and Election Day hours and locations by placing

advertisements in local papers, running 30-second commercials on Comcast Spotlight and DC Cable 13, and advertising in Metro stations and on the back of Metro buses. The Board also created three new educational videos which were available on the DCBOE YouTube channel, and developed a suite of six new educational brochures with a user-friendly design, to provide voters with specific and clear information.

The Board maximized use of its website and its social media accounts (Twitter, Facebook, Instagram, and Nextdoor) to provide followers with comprehensive information about the Board's activities and important dates and deadlines, as well as to address individual voters' specific questions and concerns.

Table 8. 2018 Adopt-A-Precinct - Target Precincts (Primary Election)

Precinct Number	Ward	Name of Location	Address	Organization
8	3	Palisades Community Library	4901 V Street, NW	National Football League Players Association
19	5	Dunbar High School	101 N Street, N.W.	Delta Sigma Theta Sorority – Federal City Alumnae Chapter
10	3	Horace Mann Elementary School	4430 Newark Street, NW	Delta Sigma Theta Sorority – Federal City Alumnae Chapter
65	4	LaSalle Elementary School	501 Riggs Road, NE	Sigma Gamma Rho Sorority – Phi Sigma Chapter
74	5	Noyes Education Campus	2725 10 th Street, NE	Friends of the Woodridge Library
78	5	Trinidad Recreation Center	1310 Childress Street, NE	Second Church of God
89	6	Eastern Market	225 7 th Street, SE	Voices for a Second Chance
91	6	Watkins Elementary School	420 12 th Street, SE	Voices for a Second Chance
83	6	J.O. Wilson School	660 K Street, NE	Voices for a Second Chance
31	3	St. Columba's Episcopal Church	4201 Albemarle Street, NW	Voices for a Second Chance
102	7	Dorothy Height Public Library	3935 Benning Road, NE	St. Luke's Catholic Church
116	8	The ARC	1901 Mississippi Avenue, SE	Matthew's Memorial Baptist Church
140	8	Anacostia High School	1601 16 th Street, SE	National Association for the Advancement of Returning Citizens

Table 9. 2018 Adopt-A-Precinct - Target Precincts (General Election)

Precinct Number	Ward	Name of Location	Address	Organization
19	5	Dunbar High School	101 N Street, N.W.	Delta Sigma Theta Sorority, Inc. – Federal City Alumnae Chapter
10	3	Horace Mann Elementary School	4430 Newark Street, NW	Delta Sigma Theta Sorority, Inc. – Federal City Alumnae Chapter
31	3	St. Columba's Episcopal Church	4201 Albemarle Street, NW	Salvation Army
102	7	Dorothy Height Public Library	3935 Benning Road, NE	St. Luke's Catholic Church
140	8	Anacostia High School	1601 16 th Street, SE	801 East Men's Shelter
28	3	Annunciation Parish	3810 Massachusetts Avenue, NW	Salvation Army & Ron Brown College Preparatory High School Parent-Teacher Organization
122	8	Ballou High School	3401 4 th Street, SE	801 East Men's Shelter

4. Accessibility and Language Access

During the 2018 election cycle, the Board's Americans with Disabilities Act (ADA) Compliance/Language Access Coordinator (ADA/LAC):

- Worked with ODR and the Executive Office of the Mayor to have Mayor Muriel Bowser proclaim the 3rd week in July of 2018 National Disability Voter Registration Week (NDVRW) in the District of Columbia;
- Collaborated with the American Association of People with Disabilities (AAPD) to promote NDVRW and the Register! Educate! Vote! Use your Power! (REV UP) Campaign, which aims to increase the political participation of the disability community while also engaging candidates and the media on disability issues. The Board hosted two REV UP/ NDVRW voting drives at our main office (July 16, 2018) and at the Center for Independent Living (July 18, 2018);
- Hosted two Voter Access Forums (April 26, 2018 and October 10, 2018) to engage the disability community. Several disability rights advocates, lawyers, senior citizens, voters with disabilities, and other interested groups and individuals attended these events;
- Participated in several outreach events coordinated by VEOD to inform senior citizens, people with disabilities, and LEP voters about the Board's accessible voting technology, language access services, and other accommodations available to voters on Election Day. These events included participation in National Disability Voter Registration Day, the Mayor's Annual Disability Awareness Expo, and the National Federation of the Blind local conference (see chart below for events the ADA/LAC participated in with VEOD);

Table 10. Joint VEOD/ADA Outreach Events

List of outreach events and meetings VEOD/ADA Team Members participated in during calendar year 2018	Date
Department on Disability Services Voter Registration Drive and Training	February 16, 2018
Voter Access Forum	April 26, 2018
Terrific Inc. Older Americans Mental Health and Wellness Fair	May 19, 2018
10 th Annual Olmstead Conference	August 20, 2018
National Disability Voter Registration Week	July 16-20, 2018
REV Up Voter Registration Drive at BOE	July 16, 2018
REV Up Voter Registration Drive at The Center for Independent Living	July 18, 2018
Disability Community Outreach Collaborative Meeting	September 20, 2018
Voter Access Forum	October 10, 2018
National Federation of the Blind Conference	October 12, 2018
Mayor's Disability Rights Expo	October 23, 2018

- Deployed 35 ADA Compliance Assistants throughout the city on Election Day. Each ADA Compliance Assistant was assigned four to five polling places to visit throughout Election Day in order to identify and address any operational accessibility issues that presented barriers to voting for senior citizens and people with disabilities;
- Deployed thirty-one Spanish, 5 Mandarin, 1 Vietnamese, 2 Amharic, and 6 ASL interpreters to 52 polling places to enable limited English proficient (LEP) voters and voters with auditory disabilities to participate meaningfully in the electoral process;
- Prepared and distributed 190 Spanish and Mandarin Language Access kits that contained translated election-related materials (ballots, forms, voter access signs, ExpressVote screenshots, etc.) to accommodate LEP voters;
- Redesigned the Election Day voter access signs to include Amharic and Vietnamese (Previously, the voter access sign included only English, Spanish, and Mandarin);
- Updated the ADA section of the Polling Place Operations Manual to include more pictures and charts concerning the proper way to setup the voting equipment and how to make the polling place accessible;

- Revamped the election worker training class to include more practical exercises and simulated polling place exercises involving people with various disabilities;
- Trained early voting staff, Voter Assistance Clerks, Ballot Clerks and ADA Compliance Assistants extensively regarding Title II of the ADA, compliance, awareness, and disability etiquette;
- Attended monthly meetings/training hosted by the DC Commission on Persons with Disabilities and the Office of Disability Rights;
- Updated the Frequently Asked Questions (FAQ) document with information on reasonable accommodations, voter access, accessible polling sites, ballot transfer requests, *etc.* for senior citizens, people with disabilities, and LEP voters;
- Created electronic and accessible versions of the ADA Compliance Assistant application and Election Worker Request for Reasonable Accommodations forms; and
- Created several new signs to make it easier for senior citizens, people with disabilities, and LEP voters to navigate our polling sites. The new signs included detailed instructions on how to contact the ADA Coordinator and/or precinct captain on Election Day, and how to quickly identify the in-person interpreters inside the polling places.

Report ID : Top 25 Overtime Earners - FY 2018

Pay Begin Dt : 9/17/2017

Pay End Dt : 9/15/2018

AGENCY : Board of Elections

	EMPLOYEE ID	EMPLOYEE NAME	PAYGROUP	TITLE	GRADE	AMOUNT	FLSA
1	0001870	Allende,Brian	G1N	Lead Support Services Speciali	12	\$9,112.94	DS
2	00027237	Baldwin,Stacey A	G1N	Staff Assistant	9	\$14,272.76	DS
3	00102404	Brown,Jason Derek	G1N	ELECTION TECHNICIAN	1	\$8,370.00	WS
4	00080969	Bryan,Raymond Whitfield	G1N	IT Specialist	12	\$11,146.08	DS
5	00023994	Budoo,Arlin Jerome	G1N	Facility Management & Support	12	\$18,617.35	DS
6	00102391	Curry-Walker,Cedric Harvey	G1N	ELECTION TECHNICIAN	1	\$7,530.00	WS
7	00034998	DeBose,Jason M.	G1N	SUPPLY CLERK	1	\$7,590.00	WS
8	00022107	Featherstone Jr.,Michael	G1N	SUPPLY CLERK	0	\$7,050.00	WS
9	00032482	Fleming,Tarro	G1N	SUPPLY CLERK	1	\$7,545.00	WS
10	00022174	Ford,Aaron L	G1N	Support Services Specialist	9	\$8,034.86	DS
11	00024162	Garcia,Karla D	G1N	Managment Liaison Specialist	12	\$11,613.99	DS
12	00020622	Gilliam,Leonard	G1N	SUPPLY CLERK	1	\$5,520.00	WS
13	00024784	Hunter,Robert Thomas	G1N	Facility Operations Specialist	11	\$19,823.31	DS
14	00102389	Jackson,Mia Markita	G1N	ELECTION TECHNICIAN	1	\$7,050.00	WS
15	00025518	Jackson,Shirley A	G1N	Public Affairs Specialist	13	\$6,316.39	DS
16	00035134	Jones,Duan	G1N	Facility Management & Support	12	\$15,999.29	DS
17	00079762	Jordan,Bernard Michael	G1N	SUPPLY CLERK	1	\$6,690.00	WS
18	00083057	Knox,Terence J.	G1N	ELECTION TECHNICIAN	1	\$8,595.00	WS
19	00062417	Legette,Randy	G1N	IT Specialist	12	\$15,758.59	DS
20	00023064	Mattocks,Steven A	G1N	Support Services Specialist	9	\$11,432.64	DS
21	00032611	Mayes,David U	G1N	ELECTION TECHNICIAN	1	\$8,272.50	WS
22	00035151	NEWSOME Jr.,KEVIN A	G1N	Election Services Specialist	9	\$14,863.01	DS
23	00070156	Turkes Jr.,Michael	G1N	SUPPLY CLERK	1	\$7,230.00	WS
24	00032655	Vieira,Osvaldo	G1N	ELECTION TECHNICIAN	1	\$8,602.50	WS
25	00032500	Washington,John G	G1N	SUPPLY CLERK	1	\$5,865.00	WS

Report ID: Top 25 Overtime Earners - FY 2019

Pay Begin Dt : 9/16/2018

Pay End Dt : 1/19/2019

AGENCY : Board of Elections

	EMPLOYEE ID	EMPLOYEE NAME	PAYGROUP	TITLE	GRADE	AMOUNT	FLSA
1	0001870	Allende,Brian	G1N	Lead Support Services Speciali	12	\$17,185.61	DS
2	00027237	Baldwin,Stacey A	G1N	Staff Assistant	9	\$9,043.31	DS
3	00102404	Brown,Jason Derek	G1N	ELECTION TECHNICIAN	1	\$8,850.00	WS
4	00080969	Bryan,Raymond Whitfield	G1N	IT Specialist	12	\$13,881.97	DS
5	00023994	Budoo,Arlin Jerome	G1N	Facility Management & Support	12	\$20,736.75	DS
6	00102391	Curry-Walker,Cedric Harvey	G1N	ELECTION TECHNICIAN	1	\$8,850.00	WS
7	00034998	DeBose,Jason M.	G1N	SUPPLY CLERK	1	\$9,870.00	WS
8	00079893	Ennis,Jermaine Alexander	G1N	ELECTION TECHNICIAN	1	\$6,615.00	WS
9	00022107	Featherstone Jr.,Michael	G1N	SUPPLY CLERK	0	\$8,092.50	WS
10	00032482	Fleming,Tarro	G1N	SUPPLY CLERK	1	\$9,472.50	WS
11	00024162	Garcia,Karla D	G1N	Managment Liaison Specialist	12	\$9,008.67	DS
12	00024784	Hunter,Robert Thomas	G1N	Facility Operations Specialist	11	\$22,057.22	DS
13	00025518	Jackson,Shirley A	G1N	Public Affairs Specialist	13	\$9,990.48	DS
14	00035134	Jones,Duan	G1N	Facility Management & Support	12	\$18,297.85	DS
15	00079762	Jordan,Bernard Michael	G1N	SUPPLY CLERK	1	\$9,472.50	WS
16	00083057	Knox,Terence J.	G1N	ELECTION TECHNICIAN	1	\$9,810.00	WS
17	00062417	Legette,Randy	G1N	IT Specialist	12	\$16,169.23	DS
18	00017174	Lesesne Horton,Darlene R	G1N	VOTER REGISTRATION CLERK	1	\$6,648.75	WS
19	00023064	Mattocks,Steven A	G1N	Support Services Specialist	9	\$14,201.52	DS
20	00032611	Mayes,David U	G1N	ELECTION TECHNICIAN	1	\$9,922.50	WS
21	00090237	McCoy,Rodney Tim	G1N	SUPPLY CLERK	1	\$9,810.00	WS
22	00035151	NEWSOME Jr.,KEVIN A	G1N	Election Services Specialist	9	\$13,968.42	DS
23	00103251	Thompson II,Richard	G1N	Election Training Coordinator	12	\$9,506.53	DS
24	00070156	Turkes Jr.,Michael	G1N	SUPPLY CLERK	1	\$9,307.50	WS
25	00032655	Vieira,Osvaldo	G1N	ELECTION TECHNICIAN	1	\$9,540.00	WS



DISTRICT OF COLUMBIA
BOARD OF ELECTIONS
WASHINGTON, D.C. 20003



**PROGRAM NARRATIVE SUMMARY OF THE USE OF 2018 HAVA ELECTION
SECURITY GRANT**

Submitted To: U.S. Election Assistance Commission

Purpose: As authorized under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA) and provided for in the Consolidated Appropriations Act, 2018 (Public Law 115-141), the purpose of this award is to "improve the administration of elections for Federal office, including to enhance election technology and make election security improvements" to the systems, equipment and processes used in federal elections.

This report reflects the proposed use of the HAVA Election Security Grant.

OPERATING ACTIVITIES AND PROPOSED USE OF HAVA FUNDS

VOTING EQUIPMENT REPLACEMENT AND UPGRADES..... \$1,500,000.00

**a. Purchase of Election Systems & Software (ES&S) accessible Express Vote
Ballot Marking Devices/Precinct Scanners**

The District of Columbia Board of Elections (BOE) is requesting the use of the HAVA grant to increase the number of accessible Express Vote ballot Marking Devices in each voting precinct by 2020, as well as acquire additional DS 200 Precinct Scanners to be distributed across our precincts on an as-needed basis.

The acquisition of additional voting equipment which uses cellular/modem connectivity will streamline the closing/tabulation process and allow for the wireless transmission of election results, as well as allow poll workers the ability to operate the voting equipment and close the polls at the end of the night, through an expedited process which will generate faster results of the election night totals.

b. Voting equipment maintenance & support.....\$ 450,000.00

The acquisition of additional voting equipment will require BOE to acquire a service and maintenance agreement. BOE would also need to purchase Port Cool fans for proper maintenance and protection of the equipment from dust and debris. This will keep the equipment operational which will extend the life cycle of the equipment.

CYBER VULNERABILITIES \$ 450,000.00

The Board will seek to hire a full time Cyber Security expert /CIO to carry out the agency's operations effectively; to implement and establish cyber security best practices for election systems; security training; and to upgrade and monitor election related computer systems to address cyber vulnerabilities.

TEMPORARY ELECTION WORKERS.....\$ 150,000.00

Funding for additional poll workers, ADA Compliant workers & election technicians to work at the new Early Voting centers. BOE believes that voters will continue to seek out the opportunity to vote early. Expanding early voting centers is a crucial way to modernize the system. It adds important flexibility and convenience, reduces the administrative burdens of the Election day rush, keeps elections safe and secure, reduces stress on the voting systems on Election Day, improves poll worker performance, decreases lines on Election day and provides for greater access to voting and customer service.

ELECTION OFFICIAL TRAINING \$ 20,000.00

The Board continues its commitment to providing significant resources towards the training for improving election staff performances. A knowledgeable election staff is as vital to the conduct of fair, open, and efficient elections as competent poll workers. Accordingly, several of the Board's full-time staff will attend election officials training including cyber security training at various seminars, workshops and conferences throughout the year.

COMMUNICATION.....\$ 120,000.00

Continued Voter Education and Outreach and Poll Worker Recruitment & Training Efforts

- a. Deploy Ward Outreach Coordinators throughout the District of Columbia to raise awareness about voter registration, upcoming elections, voting equipment, and the opportunity to serve as poll workers.
- b. BOE plans to better advertise the primary and general elections to the electorate, and specifically for communities that are not particularly knowledgeable about elections. The Board's Voter Education and Outreach Division (VEOD) teams will target local public, private and charter high schools to encourage District students to participate in the election process, to work in the precincts on Election Day and to see the importance of civic engagement first hand.
- c. To create and implement online training modules for use by the poll worker training division during upcoming elections. If funds allow, BOE would like to

supplement training with online courses tailored to each election worker position and the Ward Coordinator program.

- d. Language Access; Polling place accessibility. BOE will spend considerable time and resources to ensure accessibility at all of its polling locations. BOE will need to collaborate with other district agencies and disability rights organizations to assist in surveying and addressing the accessibility concerns in the polling sites. BOE would like to expand translation services and the printing of vital election documents to individuals who are limited and Non-English proficient.

As the nation's capital, the District of Columbia is a hub for immigration. Many of the constituents are foreign-born, and they come from countries all around the world. As a result, district agencies encounter a wide variety of languages, with the top six being Amharic, Chinese, French, Korean, Spanish and Vietnamese. BOE would like to make vital election documents available in all of their threshold languages.

LEVERAGE TECHNOLOGY TO IMPROVE ALL ASPECTS OF VOTER REGISTRATION AND ELECTION ADMINISTRATION

DIGITIZATION OF VOTER REGISTRATION RECORDS.....\$ 270,000.00

BOE will continue to intensify its efforts to improve the Voter Registration Database and streamline its operations to ensure a clean and accurate voter registration list. The Board's voter registration database will be replaced during FY 19 and the voter registration cards, (about 1 million) which contain Personally Identifiable Information (PII) will need to be digitized for space and security purposes. HAVA funds will assist with this project.

INSTALLATION OF TABLETS AT DISTRICT'S VOTER REGISTRATION AGENCIES..... \$ 10,000.00

BOE would like to install tablets at the District's Voter Registration Agencies (VRA) loaded with the mobile registration application at the counters of certain voter registration agencies to facilitate increased-and electronic- registration at these locations. BOE expects that the successful deployment of such an initiative would result in both an increase in voter registration at VRAs, and the collection of more accurate voter registration data.

DEMOCRACY LIVE.....\$ 30,000.00

BOE would like to provide an accessible, audio-enabled sample ballot and voter guide lookup tool for the District of Columbia registered voters to use during the election cycle. The accessible sample ballot and voter guide will be multilingual, and compatible with all major screen readers, tactile switches, closed captioning and sip-and-puff systems. The site will be accessed by any voter from any device through any web browser.

2018 HAVA ELECTION SECURITY GRANT

Budget Information

Non-Construction Program

Name of Organization: District of Columbia Board of Elections

Budget Period Start: 3/23/2018

Budget Period End: 3/22/2021

SECTION A - BUDGET SUMMARY

FEDERAL & NON-FEDERAL FUNDS (Match)

PROGRAM CATEGORIES

BUDGET CATEGORIES	(a) Voting Equipment	(b) Election Auditing	(c) Voter Registration Systems	(d) Cyber Security	(e) Communications	TOTALS	% Fed Total
1. PERSONNEL (including fringe)	\$ 150,000.00			\$ 450,000.00		\$ 600,000.00	20%
2. EQUIPMENT	\$ 1,500,000.00					\$ 1,500,000.00	50%
3. SUBGRANTS- to local voting jurisdictions							
4. TRAINING					\$ 20,000.00	\$ 20,000.00	1%
5. ALL OTHER COSTS	\$ 450,000.00		\$ 310,000.00		\$ 120,000.00	\$ 880,000.00	29%
6. TOTAL DIRECT COSTS (1-5)	\$ 2,100,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,000,000.00	
7. INDIRECT COSTS (if applied)							0%
8. Total Federal Budget	\$ 2,100,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,000,000.00	
9. Non-Federal Match	\$ 150,000.00					\$ 150,000.00	
10. Total Program Budget	\$ 2,250,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,150,000.00	
11. Percentage By Category	70%	0%	10%	15%	5%		

Proposed State Match 5.0%

A. Do you have an Indirect Cost Rate Agreement approved by the Federal government or some other non-federal entity?

No

If yes, please provide the following information:

B. Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy-mm/dd/yyyy)

C. Approving Federal agency:

D. If other than Federal agency, please specify:

E. The Indirect Cost Rate is: