



King County Elections

FOURTH QUARTER REPORT

October – December 2007

- November 7, 2007 General Election
- Move to Renton
- Enhancements and continued improvements made in quality program
- Vote by mail update

Sherril Huff, Director
Elections Division
Department of Executive Services

As requested by the Metropolitan King County Council in Motion No. 12299, the following Fourth Quarter Report is provided by King County Elections. This report covers the preceding three months from October 2007 to December 2007 and provides updates relating to Elections activities, improvements, and areas of needed improvement.

During fourth quarter 2007, King County Elections conducted a general election for cities, schools and special purpose taxing districts as well as ballot measures for six statewide issues. The election was conducted and administered in an open, accessible, transparent manner and legal audits as well as King County's extensive voluntary audits of all voting equipment audits reconciled 100 percent. All state and federal laws and administrative code provisions were followed and the King County Canvass Board certified the primary on by the legal deadline on November 28, 2007.

November 6, 2007 summary

King County Elections certified the Nov. 6, 2007 General Election and conducted a machine recount in Hospital District No. 1, Commissioner District Three. The difference of 108 votes between first and second place candidates Anthony Hemstad and Carole A. Anderson triggered an automatic machine recount. Results of the final certified recount can be viewed online at <http://www.metrokc.gov/elections/200711/results.asp>.

State law requires a machine or manual recount depending on the margin of difference between candidates. A machine recount is required if the difference between candidates is less than 2,000 votes, and also less than 0.5 percent of the total votes cast for both candidates. A manual recount is required if the difference is less than 150 votes AND also less than 0.25 percent of the total votes cast for both candidates. In determining the type of recount required, state law directs officials use the total votes cast between the two candidates, excluding any write-in votes. For Public Hospital District No. 1, Commissioner District 3, the difference between the top two candidates was 0.26 percent which narrowly fell outside of the range requiring a manual recount and thus a machine recount was conducted.

Staff reports to the Canvassing Board demonstrated continued improvements in reconciling ballots counted and voters credited with voting. King County's post-election audit of 4 percent of accessible voting units (or electronic voting equipment) used on Election Day resulted in a perfect match between the electronic vote totals and the paper audit trail. To date, all manual audits of King County's accessible voting units have been 100 percent accurate.

Reconciliation reports used for provisional, poll and absentee ballots can be found in Appendix 1.

Move to Renton

King County Elections consolidated three of its four satellite elections offices in December, a top recommendation made by six external reviews of King County Elections since 2003. The state-of-the-art 94,000 square foot facility now houses voter services, the phone bank, poll worker training, election operations, geographic information systems, and administration. Until the county transitions to all-mail voting, the Election Distribution Center located on E. Fir Street in Seattle, will not move to the consolidated facility. The Election Distribution Center is a 22,400 square foot warehouse that houses poll equipment for 407 polling locations.

Elections hired a move project manager in May to coordinate aspects of the move with Facilities Management, vendors, building management and utilities. Denise Pyles' planning and coordination efforts made the move in December of 61 employees and the furniture and equipment of three separate offices a remarkably smooth event.

Qwest was late in installing digital phone lines to Grady Way in Renton which forced Elections staff to operate with 24 lines through January 14, 2008. As a mitigation plan, the lines were distributed to work groups who serve the public and in some cases work groups shared a phone line or used work cell phones as their primary phones. The issue was mitigated the week of January 14, in time for the hiring and training of phone bank staff for the presidential primary.

The building was designed with the security of ballots as the priority with transparency to the public and observers as a second priority. Highlights of the Elections building security can be found in Appendix 2.

Communications will coordinate a public open house for stakeholders and the public on a day during the week of March 17, 2008. Invitations with the time and date and other details will be made available to Council members, Council staff, Executive office staff and stakeholders in February. King County Elections' staff are looking forward to providing county officials and the public with a tour of the new consolidated building.

Public transportation to King County Elections may be an issue for voters with disabilities and poll workers traveling to Renton for mandatory training. While the building provides maximum accessibility, the location is served by route 140 only. King County Elections met with Metro to share concerns about this in the initial planning process but was told the number of full-time employees did not justify bus schedule changes.

Building photos



Mail ballot processing located on the second floor.



Signage in front of Renton facility.



New Pitney Bowes mail envelope sorting equipment.



Voter services are located on the first floor.

Enhancements and continued improvements made in quality program

The King County Elections team experienced unprecedented success in using quality tools to ensure accountability and transparency in every function of the election process during the past year. Over the past five elections, staff have reduced inventory discrepancies in ballots received and counted. The table below illustrates this significant improvement.

Table 1

Election	Number of ballots tabulated	Inventory discrepancy
February 6, 2007	112,036	1
March 13, 2007	176,127	0
May 15, 2007	20,660	0
August 21, 2007	218,266	3
November 6 2007	354,163	2

Strategic application of the Six Sigma quality method used since 2006 has generated this improvement.

Over the span of the fourth quarter, the Mail Ballot Processing work group made great strides to define, measure, analyze, improve and monitor ballot accountability processes for both outgoing and incoming ballots. For 2007 the inventory discrepancy rate ranged from zero to three, a vast improvement over the November 2006 election where inventory discrepancies equaled 51 for 442,869 mail ballots tabulated.

The Voter Services work group met their customers' need for faster turnaround times on voter registrations, cancellations, and provisional ballots and eliminated an estimated backlog of 75, 299 by reducing data processing time. Success can be contributed to these efforts:

1. Staff defined and documented their processes;
2. Staff implemented performance indicators to measure the cycle time of registrations, cancellations, and provisional ballots; and
3. Staff eliminated non-value added steps in their data entry and work methods to reduce cycle times.

Election Operations staff placed a strong emphasis on providing poll workers with sensitivity training so they were capable and responsive to the unique needs of our diverse community. The continued promotion of accessible voting options was made a priority in 2007 in an effort to meet the needs of the disability community. In 2006 King County Elections implemented accessible voting units, a federal mandate under the Help America Vote Act, to allow voters with disabilities the option of casting a truly independent ballot for the first time. Prior to 2006, a voter with low or partial vision had to rely on a family member or friend to cast a ballot, never knowing if their ballot was actually cast as they had intended. Poll worker training emphasized to poll workers to

provide all voters with the option of voting on an accessible voting unit as some disabilities are less visible or obvious than others. In 2006, 8.2 percent of poll voters utilized the accessible voting unit in the General Election and that figure increased to 9.8 percent in the 2007 general election.

Since 2004, King County Elections has implemented 70 of 85 best practices recommended by the federal Elections Assistant Commission (EAC). While this accomplishment is considerable, Elections staff are not satisfied with just meeting our customers' expectations; our goal is to exceed those expectations.

Exceeding expectations and the best practices currently set forth by the EAC, requires King County Elections sustain its process improvements. Significant efforts were made in the fourth quarter to implement three strategies to support sustainability.

- 1. Start the journey towards ISO 9000 compliance.** International Organization for Standardization 9000 is an international standard for how organizations should document their processes using a detailed and precise process that helps companies of all types to maintain and improve quality performance standards.
- 2. Implement a performance management and tracking system.** Developed in each work group to define and measure excellence.
- 3. Further involve stakeholders in developing a shared vision and in strategic planning.**

King County Election has taken the first steps in becoming ISO 9000 compliant. By fostering continuous improvement to enhance service contracts, increase process transparency and improve planning and budgeting, the division is demanding a greater level of service and quality from its vendors. As part of the transition to all-mail voting, the vote-by-mail transition team is implementing a vendor dashboard, an accountability tool to improve supplier performance. The dashboard provides feedback on how well vendors communicate, provide service, meet King County's needs, and deliver and maintain reliable products. This dashboard will be incorporated into the contract with Premier Election Solutions.

King County's quality motto is: "If you can't measure it you can't manage it," as said by William Edwards Deming. In the fourth quarter, two of three work groups began implementing a performance management system. The third unit is scheduled to begin in mid-February to accommodate election-related activities associated with the February 19 Presidential primary. In implementing their performance management systems, work groups created logic models that identify the link between the outputs they produce and the outcomes that our stakeholders and voters expect such as stabilizing King County Elections' temporary work force. As part of setting up the performance management system, each work group first evaluates their services, identifies their customers, and designs performance measures and brainstorms possible outcomes. Some future outcomes are: improving the clarity of signature challenge letters for absentee voters, processing voter registrations faster and creating "esteem opportunities" for temporary

workers so they can earn a sense of accomplishment. They also identified strategies for stabilizing the temporary workforce.

Communications and the quality work units are partnering to develop models that encourage stakeholder participation in strategic planning. In future quarterly reports we will solicit feedback on your future vision for Elections in setting five-year goals for King County Elections.

Progress made in the transition to all-mail voting

The transition to countywide voting by mail is continuing, full speed ahead.

The transition schedule was adjusted in October 2007, following security enhancements made by Premier Election Solutions to the tabulation system King County hopes to purchase as a required part of the transition to all-mail voting. The security enhancement created a delay in the independent testing and pushed the expected date of federal certification to late January 2008.

Although delaying certification, the security enhancements and features further protect Premier's voting system against security threats and inside attacks, resulting in the a product with the most advanced security features currently available on the market and best suited for a jurisdiction the size of King County. The new security enhancements create a product for advanced security features not yet seen in any other product on the market. These features include: data encryption, multiple factor authentication (password, smartcard and fingerprints), improved reporting and auditing capabilities; and streamlined processes to reduce the possibility for human error.

Federal certification by the Election Assistance Commission is required before King County will begin its own rigorous acceptance testing and third party security review. King County Elections is on schedule to receive the federally certified equipment, perform the necessary testing and phase-in the tabulation system in a small special election in May. If the equipment passes full acceptance testing by King County, full implementation of vote by mail will occur in August 2008.

An updated implementation and transition schedule can be found in Appendix 3. On Dec. 31, 2007, the King County Executive transmitted a progress report on the federal certification process for the Premier Election Solutions (formerly Diebold) Assure 1.2 tabulation system, recommended in the Information Technology Business Case submitted on March 30, 2007.

King County Elections' tabulation contingency and mitigation plan explores the possibility, feasibility, restrictions, and issues of conducting all-mail elections in 2008 using the existing tabulation equipment, and employing the following strategies to mitigate database processing limitations:

- Splitting the database
- Adding additional tabulation machines
- Placing precinct committee officers on a separate ballot
- Adding a second tabulation shift

The progress report and mitigation plan can be found at
<http://www.metrokc.gov/elections/votebymail/default.asp>

In October, the Pitney Bowes sorting equipment for ballot tracking and accountability was delivered to King County Elections' Renton office in October. Pitney Bowes staff have been onsite since December 1, 2007, assembling the equipment and performing initial testing.

A significant portion of the testing involved the integration with King County's election management and voter registration system, DIMS. Data has been shared between each system and the Pitney Bowes equipment has successfully used the data to sort incoming test mail. Test image files have also been sent to the DIMS system to use in the signature verification process. Comparing side by side signature images improves the efficiency and accuracy of the process tremendously and also eliminates the need to move ballots out of the secured cage for the signature verification process.

King County is taking advantage of implementing the Pitney Bowes equipment concurrently with Pierce County. Pierce County intends to use the DIMS system as-is, on an accelerated schedule, with initial system use expected in February 2008. Early implementation in Pierce County significantly reduces the overall risk of the ballot envelope tracking and the accountability portion of transitioning to all-mail voting for King County by using lessons learned from the neighboring Pierce County.

To ensure Pitney Bowes scanner-sorters perform to King County Elections specified requirements and in accordance with ISO 9000 quality standards, test materials were prepared by King County Elections staff to test the following functionalities.

Functionalities tested

Test ballot packets were prepared to simulate actual returned ballot packets, testing the following functionalities:

1. Size,
2. Thickness,
3. Ability to accurately read barcodes on envelopes,
4. Sorter adaptability to damaged ballot packet physical conditions;
5. Ability to capture envelope image;
6. Ability to crop signature image;
7. Quality of envelope and signature images captured;
8. Interface and data exchange with existing voter registration data base;
9. Validity and accuracy of data captured; and

10. Validity and accuracy of ballot packet piece counts including those rejected and/or out sorted due to defects or anomalies.

More than 46,000 test ballot packets were assembled for the test to ensure each legislative district was represented with a statistically valid sample. Anomalies and exceptions were created in each legislative district's test ballot packet sample including the following:

1. Odd size packets;
2. Packets of varying thicknesses;
3. Signatures in unusual colors and pen types;
4. Signatures outside of the specified parameters;
5. Packets with substantial physical abuse;
6. Envelopes sealed with duct-tape;
7. Envelopes with the signature security flap glued on;
8. Identifying barcode smeared, blacked out, scrapped-off, or crossed out by color felt pens;
9. Test ballot packets stamped CHALLENGE 1 (to be cured within the testing process); and
10. Test ballot packets stamped CHALLENGE 2 (cannot be cured within the testing process).

Each test ballot packet representing an anomaly was color striped, visible on the top edge of envelope for easy identification. These anomalies were distributed proportionately across the various legislative district test ballot packet samples.

Testing subgroups, procedures and steps

The test ballot packets were separated into three sub-groups, each with over 15,000 test ballot packets, representing legislative districts and anomaly categories as evenly as possible. Several subgroups of test ballot materials will allow for a reliable stress test run on volume and capacity minimums.

The first subgroup of test ballot packets will be run through the Pitney Bowes equipment to detect problems and issues. After these problems and issues are addressed and resolved, the second subgroup will be added to the test and passed through the equipment. Once this process is complete for all subgroups of ballot packets, final assessment and evaluation of equipment functionalities will be determined.

Both Premier and Pitney Bowes representatives were onsite in December to observe the inbound mail process at both sites, move through the challenge ballot packet process and successfully handle challenge data and the batch change export process.

Disability Advisory Committee update

King County Elections continues to work closely with the Disability Advisory Committee to make all aspects of elections more accessible for voters with disabilities.

Following the passage of the 2008 budget in November, Elections will begin working with Council staff to establish accessible locations, procedures and policies for regional voting centers.

Elections will make every effort to coordinate with the disabled community to educate and inform voters of the disabled community regarding upcoming changes in elections such as vote by mail, regional voting centers and ballot drop boxes. To this affect, Elections will pursue additional HAVA accessibility grant funding. These funds were made available to make elections more accessible for all voters in the following areas: travel improvements, outreach, staff training, and accessibility consultation. King County intends to submit three applications for such funding. Applications were submitted requesting funds for voter outreach and education, regional voting center staff training by a disability advocacy consultant, and a mobile regional voting center pilot program.

Summary

The Fourth Quarter 2007 election activities, which included the November general election, were conducted successfully. Staff continue to flourish in a dynamic environment focused on high performance in providing accurate, open and transparent elections. In the First Quarter 2008, King County Elections' staff will focus on conducting the February 19 presidential primary while simultaneously building, preparing and mailing ballots for the March 11, 2008, special election. Concurrently, staff are preparing training and writing procedures for use of the new Premier Elections Solutions tabulation equipment to ensure training of the new equipment can begin once federal certification is achieved.

As some of the newest residents of Renton, my staff and I would like to extend our deepest gratitude to the Council members and Executive for their continued support and investment in the Elections Division. The new facility brought together staff from three offices, which has significantly improved internal communication, election planning and will improve the security of ballots in all future elections.

Fourth Quarterly Report October - December 2007

Appendix 1- 3

- Appendix 1 November 6, 2007 General Election reconciliation reports
- Appendix 2 Features of King County Elections' new headquarters
- Appendix 3 Updated vote-by-mail transition schedule

King County Canvassing Board
Poll Canvass Summary Report
 November 6, 2007
 General and Special Elections

Election Summary

Polls/Precincts	
Polling Places	407
Precincts	2,495
Ballots Cast	
AccuVote	96,602
Accessible Voting Unit	10,506
Uncounted Voted (add-ons)	132
Total:	107,240
Voters Credited Total:	107,233
Zero-Outs¹ Processed	43
Precincts Balanced	
Balanced	2,233
Balanced as crossover ² - paper ballots	133
Balanced as crossover ² - AVU encoding	99
Balanced as MULTI crossover ² (Paper + AVU)	9
Total:	2,474
Precincts Not Balanced	
+1 Accessible Voting Unit	13
+1 Paper Ballot	1
-1 Accessible Voting Unit	-
-1 Paper Ballot	7
Total:	21
Provisional Voters	
Total sent to Voter Services	4,979
Highest per polling place	70 King County Administration Building

King County Canvassing Board
Poll Canvass Summary Report
 November 6, 2007
 General and Special Elections

Statistical Percentages

Percentage of Ballots Cast on AccuVote	90%
Percentage of Ballots Cast on Accessible Voting Unit	10%
Percentage of Precincts Balanced	99.16%
Percentage of Precincts Not Balanced	0.84%

Itemization of Polling Places/Precincts Not Balanced		
Polling Place	Variance	Notes
BAYVIEW MANOR	1	Test ballot cast on AVU.
BELL SCHOOL	-1	Per Inspector 1 unknown voter left before realizing the AccuVote had not counted their ballot. The Inspector then spoiled the ballot.
BELL TOWER	-1	Per Inspector 1 ballot for unknown voter found on AccuVote at closing, they tried to run it through, it bounced back out so they spoiled the ballot.
BENNETT SCHOOL	1	Improperly cancelled ballot on AVU
BETHEL PRESBYTERIAN CHURCH HALL	-1	Per inspector, an unknown voter walked out with a ballot when there was a short line for the privacy booths
BROADMOOR CLUB	1	Believe a voter may have voted without signing poll book
COLUMBIA LAKEWOOD COMMUNITY CHURCH	1	Improperly cancelled ballot on AVU
GRACE CONSERVATIVE BAPTIST CHURCH	1	Test ballot cast on AVU.
LAKELAND ELEMENTARY	1	Test ballot cast on AVU.
LICTONWOOD	1	Test ballot cast on AVU.
MINOR SCHOOL	-1	Believe a voter may have left polling place with ballot
OLD WOODSIDE SCHOOL	-1	Believe a voter may have left polling place with ballot
OUR LADY OF MOUNT VIRGIN SCHOOL	1	Per Inspector 1 voter voted both an AVU and Paper ballot, poll workers were unable to give an explanation of why
RAVENNA MOTORS	1	Improperly cancelled ballot on AVU
SILVER LAKE ELEMENTARY	-1	Per Inspector abandoned paper ballot, had a lady walk out with her ballot rather than spoil it and use a fresh one.
SNOQUALMIE ELEMENTARY	1	Improperly cancelled ballot on AVU
SPIRITRIDGE SCHOOL	1	Test ballot cast on AVU.

King County Canvassing Board
Poll Canvass Summary Report
 November 6, 2007
 General and Special Elections

Polling Place	Variance	Notes
SYRE SCHOOL	1	Improperly cancelled ballot on AVU
TRINITY UNITED PRESBYTERIAN CHURCH	1	Test ballot cast on AVU.
WELLINGTON ELEMENTARY	-1	Incident report says that 3 judges observed a man fold up a ballot and walk out, voter was not identified.
WOODINVILLE COMMUNITY UNITED CHURCH	1	Improperly cancelled ballot on AVU
Total Variance	7	
Total Polling Places/Precincts	21	

1 A zero out is the retabulation of poll ballots if a hand count of ballots conducted during the reconciliation process results in a discrepancy.

2 A crossover occurs when a ballot from a different precinct is issued to a voter. The vote cast is credited to the precinct ballot; the voter is credited in their "home" precinct.

King County Canvassing Board
Mail Ballot Summary Report
 November 6, 2007
 General Election

Election Summary

Issued	632164
Returned	361913
Verified	354549
Opened	354161
Tabulated	354163

Statistical Percentages

Percentage of Ballot Envelopes Returned	57.25%	Returned / Issued
Percentage of Ballot Envelopes Returned where Ballot was Tabulated	97.86%	Tabulated / Returned
Percentage of Ballot Envelopes Returned as Undeliverable	1.89%	Undeliverable (see details below) / Issued
Percentage of Ballot Envelopes Received Too Late	1.08%	Returned too late (see details below) / Returned

Election Details				
Line Item	Description	Totals	SubTotals	Comment

Mail Ballots Issued

1	Total Number of Mail Ballots Issue	632164		Sum of line 1a + 1b.
1a	Number of ballots issued through DIMS system		632075	Reported from DIMS.
1b	Number of ballots issued outside of DIMS system		89	ACP
2	Total Number of Mail Ballot Envelopes Returned by USPS as undeliverable	11929		Hand counted by Voter Services.

Mail Ballot Envelopes Returned

3	Total Number of Mail Ballot Envelopes Returned	361913		Sum of line 3a and 3b.
3a	Number of Mail Ballot Envelopes Returned and reported in DIMS		361330	
3b	Number of Mail Ballots Envelopes Returned and not reported in DIMS		583	Manually tracked (includes ACP/Federal Write-ins/ WANDA rejects)

Mail Ballot Envelopes Verified

4	Total Number Mail Ballots Envelopes Verified	354549		Sum of line 4a and 4b.
---	---	--------	--	------------------------

King County Canvassing Board
Mail Ballot Summary Report
 November 6, 2007
 General Election

Line Item	Description	Totals	SubTotals	Comment
4a	Number of Mail Ballots Verified and Accepted in DIMS		354497	Reported from DIMS.
4b	Number of Mail Ballots Verified and Accepted but not in DIMS		52	Manually tracked (includes ACP/Federal Write-ins)
4c	Number of Mail Ballot Envelopes Challenged	7364		DIMS data reconciled with hand counts and augmented with hand counts for non-DIMS ballots (sum of 4c1 - 4c14).
4c.1	Deceased		6	Reported from DIMS and reconciled with hand counts.
4c.2	Voter Registration Challenges		0	" "
4c.3	Moved		18	" "
4c.4	NIB		0	" "
4c.5	Name Change		7	" "
4c.6	No Witness		12	" "
4c.7	No Signature on envelope		339	" "
4c.8	No Signature on File		25	" "
4c.9	Power of Attorney		4	" "
4c.10	Miscellaneous Rejects		88	Reported in DIMS and reconciled with hand counts. Includes some ballots rejected by canvass board and ballots categorized by DIMS as inactive.
4c.11	Returned too late		3918	Reported from DIMS and reconciled with hand counts.
4c.12	Signature Miscompares		2416	" "
4c.13	Cross Signed		0	" "
4c.14	Non-DIMS System Rejects		531	Ballots not accounted for in DIMS (ineligible/non-registered voters, "wanda" rejects, rejected ACP). Hand counted.

Mail Ballot Envelopes Opened

5	Total Mail Ballots Opened and Sent to Tabulation	354161		Line 4 (DIMS) minus (Lines 5a + 5b)
5a	Empty Envelopes		19	Tracked in opening process
5b	Ballots Rejected by Canvassing Board (credit not removed in DIMS)		369	Accounted for in Canvassing Board Records. For example, ballot signed by voter.

Ballots Tabulated

6	Total Number of Mail Ballots Tabulated	354163		Reported by GEMS.
---	---	--------	--	-------------------

King County Canvassing Board
Mail Ballot Summary Report
 November 6, 2007
 General Election

Line Item	Description	Totals	SubTotals	Comment
-----------	-------------	--------	-----------	---------

Key

ACP: Address Confidentiality Program

Challenged: Mail Ballot Envelopes that are not processed due to a variety of voter related issues / actions

DIMS: King County's election management / voter registration database

GEMS: King County's vote tabulation system

WANDA Rejects: Mail Ballot Envelopes not accepted by DIMS due to challenge or voter cancellation after ballot issued but prior to ballot returned

Notes: Overall discrepancy of 2. Batch 0236 is over tabulated by 1.

**King County
Provisional Ballot Summary Report - Voter Services**

**November 6, 2007
General Election
Final Report**

Provisional Ballots Issued:	
Canvass	4,979
Out of King County	47
Other	0
Total:	5,026
Provisional Voters:	
Credited (DIMS) and sent to open	4,579
Rejected (DIMS)	447
To be processed	0
Total:	5,026
Rejected Provisional:	
Out of King County	129
Not Registered	126
Illegible	0
Blank Envelope	0
Signature Miscompares	70
No signature in DIMS ¹	5
No signature on envelope	1
Cancelled Voter	51
Absentee Voter Ballot Returned	18
Poll Vote Cast	0
Canvass Pending	0
Canvass Reject	8
Not in District	0
Fatal Pend	39
Total:	447

Footnote:

¹ No signature on voter registration card or poor image quality.

Provisional ballots sent to open which were accepted and tabulated, or rejected are reported on Provisional Ballot Summary Report - TEA



King County Elections

Elections Division

Department of Executive Services
919 SW Grady Way
Renton, WA 98057-2906
206-296-VOTE (8683)
Fax 206-296-0108
TTY Relay: 711

Features of King County Elections' new headquarters

Total square feet = 94,000

Employees & space

- 61 employees moved to Renton in December (voter services, election operations, mail ballot processing, geographic information specialists, and administration.
- The Election Distribution Center located on E. Fir Street in Seattle will move to Renton when King County transitions to all mail voting.
- The Renton office can accommodate a temporary work force of up to 300 people.
- Training space is available to accommodate on-site poll worker training.
- Space is available to accommodate 450 people in the event of a manual recount.
- A 40 person phone bank with an overflow room can accommodate an additional 30 operators to handle presidential-year call volumes.
- With 319 parking stalls, the building is accessible to the public and staff.



New building features include:

- ✓ Security features of the building were designed by experts trained in casino and defense security.
- ✓ The building is armed with a key card alarm and intrusion detection system which includes biometric, fingerprint controls to access in high secure areas. The building is divided in to eight intrusion zones and alarms must be turned on and off for each section in the morning and at night by authorized employees.

- ✓ The building has an extensive video surveillance system with 59 security cameras strategically placed and monitored remotely 24 hours a day from downtown Seattle.
- ✓ Ballot cages are alarmed and designed to sound off if open for more than 30 seconds.
- ✓ In the event of a power outage, a back-up generator is set up to keep key functions operating.
- ✓ All employees must be properly credentialed to move about the building and before temporary employees are hired for the Feb.19, 2008, an ID system will be installed to issue temporary, one-day and multiple-day badges for visitors, media and temporary employees alike.
- ✓ An enclosed, but transparent ballot counting floor gives public view the entire process while keeping ballots secure. Ballots will remain on one floor, eliminating the need to transport them from one floor to another.
- ✓ The second floor was designed to accommodate a manual, countywide recount.
- ✓ An observation loop spans the entire ballot counting floor to offer the public, media and observers full view of the process.
- ✓ A media room is located on the 2nd floor.
- ✓ Access controls are located throughout the facility for regular and temporary employees, observers and the public.

2007

**Nov. 6 '07
General
Election**

Oct. 22 - Nov. 5 Ballot tracking and accountability solution procurement process completed, equipment delivered

Nov. 6 General Election with current polling places, accountability processes and tabulation equipment

Dec. 1 - 30 King County Elections closes Seattle offices and moves to a consolidated facility in Renton

Dec. 1 - 30 Acceptance testing and staff training for ballot envelope tracking solution

Jan. 11 - 21 Tabulation solution procurement process completed, equipment delivered

Jan. 18 - Mar. 18 Procurement process for regional voting center supplies completed, equipment acquired

Feb. 1 Deadline for U.S. Elections Assistance Commission to certify tabulation equipment

Feb. 4 - Mar. 14 Acceptance testing process, security review, state certification of tabulation equipment

Feb. 25 Ballot drop-off boxes and equipment purchased

**March 11 '08
Special
Election**

**April 22 '08
Special
Election**

**May 20 '08
Special
Election**

**August 19 '08
Primary**

Mar. 9 Leasing agreements for ballot drop-off boxes completed

Mar. 11 - Apr. 22 Ballot drop-off box installation, complete procedures and train staff

Mar. 18 - Jun. 19 Regional voting center locations and lease agreements finalized

Apr. 22 Tracking and accountability equipment used in special election

Ballot drop-off boxes in use for special election

May 20 Tabulation equipment used in special election

May 21 Mailing deadline to notify voters of transition to vote by mail. Testing for operational confidence must be complete.

May 21 Appointment and confirmation of the Superintendent of Elections must be complete

Jul. 1 - Aug. 19 Regional voting center procedures completed, staff trained, ready for operation

Aug. 19 Targeted date for King County's first countywide vote-by-mail election

2008

**Feb. 19 '08
Presidential
Primary**

Vote-by-Mail Transition Milestones

2008