

# Election Administration

ELECTIONS DIRECTOR PANDORA PASCHAL

AND

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MASHBURN



# What Makes Election Administration the Heartbeat of Democracy?

- It ensures that the people actually rule
  - It builds public trust in government
- It protects the stability of the democracy
  - It embodies democratic values
  - It is continuous, not just occasional

# Funding Secure and Reliable Elections

## Elections require investment

- Expert staff
- Updated voting machines
- Cybersecurity protections
- Chain of custody provisions
- Post-election audits

## Without funding

- Outdated equipment
- Increased vulnerabilities
- Untrained election workers
- Increased risk of errors

# Expansion Requests

- One new FTE: Elections Program Specialist
- Convert one temporary administrative role into a permanent part-time position

## Outcome:

- Reduced overtime
- Improved compliance
- Increased quality of service
- Stronger election integrity

# Reclassification Requests

Current Title	Reclass Title	Duties	Current Pay Grade/Salary	Suggested Pay Grade /Salary
Director	No Change	<ul style="list-style-type: none"> <li>Evolved from primarily administrative election oversight to a highly technical, compliance-driven, and continuous operational project management role</li> <li>6 FTEs</li> </ul>	G71 \$82,378–\$127,688	G76 \$105,139 – \$162,964
Deputy Director	No Change	<ul style="list-style-type: none"> <li>Supervises 4 FTE + 2 temps</li> <li>Manages entire budget</li> <li>Oversees compliance</li> <li>Leads outreach &amp; technology implementation</li> </ul>	G65 \$61,473 - \$95,284	G69 \$74,720- \$115,816
Elections Specialist II	Elections Manager	<ul style="list-style-type: none"> <li>Supervises 200+ temps</li> <li>Manages website, social media</li> <li>NEOGOV onboarding</li> </ul>	G59 \$45,872-\$71,100	G61 \$50,575 - \$78,386
Elections Voting Equipment Technician	Elections Systems Manager	<ul style="list-style-type: none"> <li>Performs IT-level duties critical to voting systems</li> <li>Supervises temp staff</li> </ul>	G61 \$50,575 – \$78,386	G65 \$61,473 - \$95,284
Elections Coordinator	No Change	<ul style="list-style-type: none"> <li>Leads training program</li> <li>Provides outreach</li> <li>Supervises staff</li> </ul>	G62 \$53,101–\$82,307	G64 \$58,545 - \$90,746

# Justification: Growth in Personnel

What Changed	2015	2025
Full Time Staff	2	6
Part Time Staff	1	0
Temps	1	3
Board Members	3	5
Early Voting Sites	3	6
Training Sessions	8	30
Election Officials	125	220

# Justification: Growth in Voter Registrations

**Voter registration increased by 34%  
from 47,349 in 2015 to 63,363 in 2025.**

**Maintaining accurate voter lists, once a monthly task, now  
requires daily attention.**

	2015	2024
New Registrations	2,807	7,122
List Maintenance	1,076	3,063

# Justification: Shifts in Policy and Technology

## 2015

- Consistent election administration laws; predictable election climate
- Out-of-date election equipment (purchased in 2000)
- Fewer poll workers required
- Reasonable deadlines for processing absentee and provisional ballots

## 2025

- Frequent changes in election administration laws; unpredictable election climate
- Updated election equipment (purchased in 2019/upgraded in 2025)
- More election judges required for Early Voting and Election Day; more assistants (200+) needed for Early Voting split shifts
- Strenuous deadlines for processing absentee and provisional ballots



# Justification: Changes in Managing Absentee Ballots

- The number of absentee ballots has increased 371% since 2018.
- Currently one full-time staff member manages absentee voting and the cure process.
- SB 747 and voter ID requirements mandate strict absentee-by-mail deadlines and more intense ballot handling.
- Eliminating the post-election 3-day grace period requires rapid processing of absentee ballots on Election Day.

2018	2020	2022	2024
842	11,092	2,568	3,125

# Justification: Future Challenges

- Continuing growth in Chatham County requires extending services to more voters.
- An aging population of election workers and increased use of technology at voting sites means that robust training efforts will be necessary to serve voters and maintain election integrity.
- The NCSBE Voter Registration Repair Project may become an annual effort.
- Signature verification on absentee ballots is already underway in a pilot program. If extended statewide, signature-matching software will necessitate training staff to assure quality, handle exceptions (e.g., mismatches), and cure ballots.

# Justification: Future Challenges

- The last staffing increase helped — but it provided only short-term relief and did not meet the current moment.
- New laws (SB 747 and others) greatly expanded compliance requirements, introduced voter ID regulations, and shortened the time frame for reporting election results.
- Staff are still working at or beyond maximum effort, and year-round administrative tasks threaten to outpace current capacity.
- Retaining experienced staff ensures institutional knowledge and stability.
- Chatham County's voters deserve elections that remain secure, efficient, and voter-focused over the next 10 years of expected growth.

# Summary

1. Chatham County's elections environment has undergone rapid and sustained growth. Voter registrations have increased **34%** (from 47,349 in 2015 to 63,363 in 2025).
2. Absentee-by-mail participation has surged **371%** since 2018, and early voting operations have expanded from **3 to 6 sites**. At the same time, new legislative mandates—particularly **SB 747**—have compressed absentee ballot deadlines, increased verification requirements, and intensified compliance pressures.
3. The Elections Office must meet these growing demands **without compromising accuracy, security, or service to voters**. Current staffing is operating at or beyond capacity, leading to significant overtime, fatigue, recruitment challenges, and elevated compliance risk.
4. This request proposes targeted staffing adjustments and reclassifications to stabilize operations, protect election integrity, and prepare Chatham County for future election cycles.

# Chatham County Board of Elections Proposal

- **One New Full-Time Position: Elections Program Specialist (Grade 62 \$53, 101 - \$82,307)** dedicated to absentee-by-mail processing, supporting registration repair and voter ID requirements, and providing outreach, compliance tracking, and voter assistance.
- **Converting an existing year-round temp position to a Permanent Part-Time: Elections Assistant**, to assist the public in the front office; help with list maintenance, candidate filing, and mailings; and perform other administrative duties as assigned.
- **Reclassifications for the Director, Deputy Director, Elections Specialist II, Elections Voting Equipment Technician, and Elections Coordinator.**

**QUESTIONS?**

**THANK YOU  
COMMENTS OR CONCERNS**