



# Managing Election Administration

Per North Carolina Election Law

# Board of Elections Defined

- ▶ Boards of Elections are subcomponents of county government.
- ▶ Boards of Elections are legal entities and operate in a hybrid-sphere
- ▶ Directly supervised by the North Carolina State Board of Elections
- ▶ Funded By Board of County Commissioners
- ▶ Supported by other administrative functions of the county on a voluntary basis

# Requirements to Carry Out the Functions of the Elections Office

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- ▶ Adequate funding from County Commissioners to perform legal duties of the office
- ▶ Dedicated & well-trained staff
- ▶ Careful management of Complex Election Technology
- ▶ Election officials, and resources.
- ▶ Thorough understanding and strict adherence to federal and state laws

## **The Washington Post**

**November 9, 2022**

**Quote from Chatham County NC**

**Elections Director**

**“People are trying to break us,”**

**Paschal said.**

**But, she added, “election administrators at every level are resilient people who will fight to the bitter end to ensure that democracy in America will never die.”**

- ▶ Office space that is secure and spacious.
- ▶ Adequate and secure voting sites for Election Day and Early Voting
- ▶ Precise communication to the public, and all stakeholders.

# HOW ELECTIONS ADMINISTRATION HAS EVOLVED

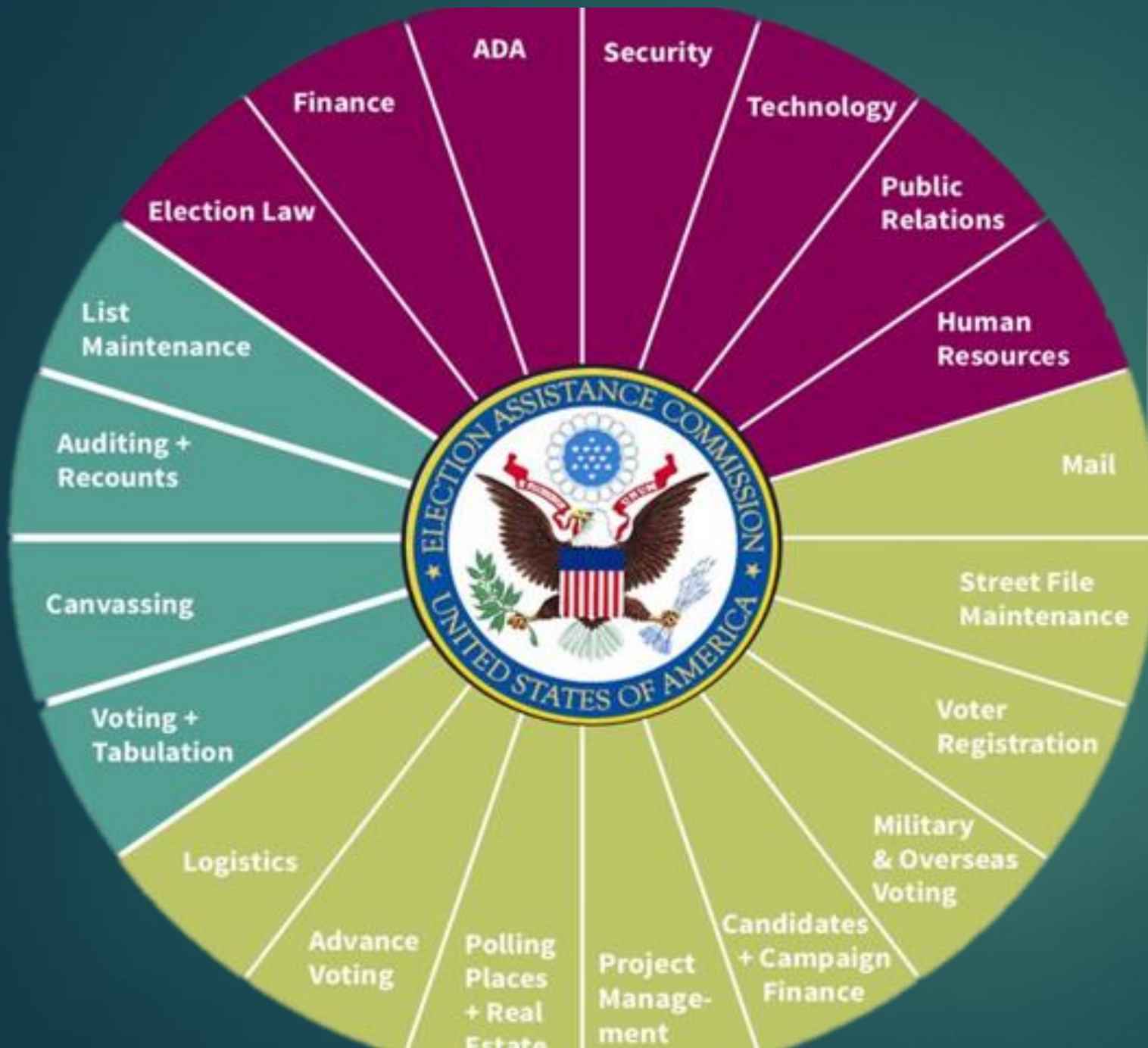
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## PAST

- ▶ Punch Card Machines
- ▶ ES&S m100 & AutoMark
- ▶ Paper Poll Books/Labels
- ▶ Registrars for Voter Registration
- ▶ Absentee Ballots by Mail – Medical reason to request
- ▶ In house servers

## PRESENT

- ▶ Paper Ballots
- ▶ Hart Verity Machines/ADA Compliant – 2019
- ▶ Electronic Poll Books/Ballot on Demand
- ▶ Voter Registration – Online, DMV, Register to vote through various DHHS agencies
- ▶ No Excuse Absentee Voting – mail – Early Voting– MAT Teams/ Absentee Online Portal to request ballot – Omni accessible voting for visually impaired individuals
- ▶ Sunday Voting
- ▶ Cloud base server
- ▶ Record number of public record requests
- ▶ Live stream meetings
- ▶ Photo ID Required
- ▶ Virtual Election Official Training



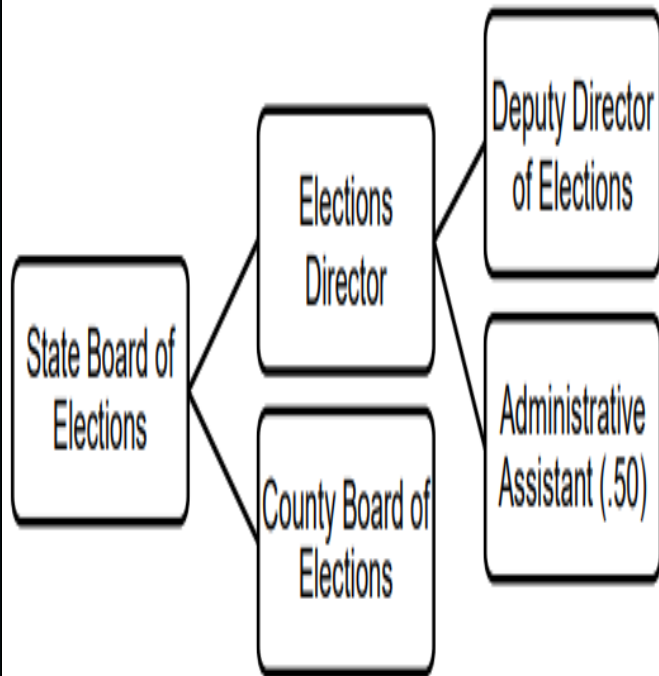
# ROLE OF AN ELECTION PROFESSIONAL



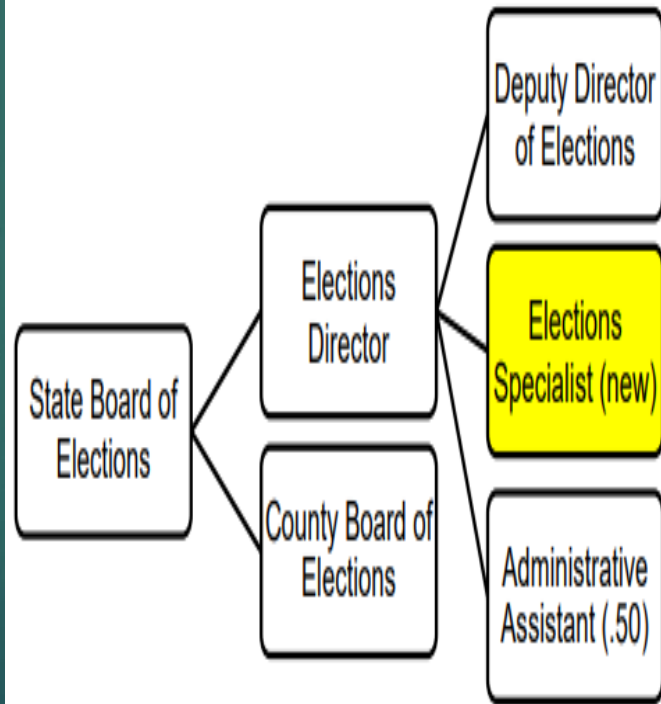
# 2004 – 2010 TWO FULLTIME EMPLOYEES

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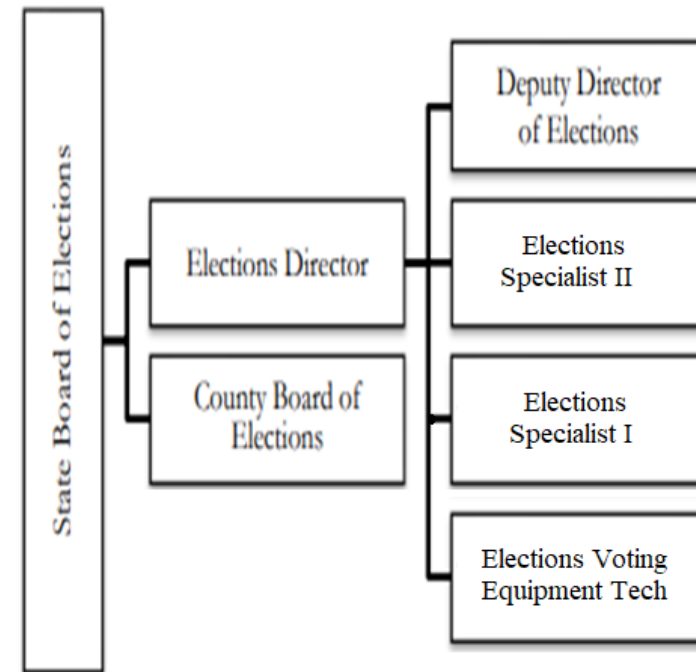
2010-2017



New Position  
Added in 2018



CURRENT  
(2 Positions Added in 2023)



# ELECTION SECURITY

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- ▶ Revised emergency plans with assistance from the Emergency Operations Director, and law enforcement officials for early voting sites and Election Day polling places.
- ▶ Board adopted Suspicious Letter-Suspicious package Emergency plan.
- ▶ Board adopted Inclement weather policy for Early Voting & Election Day
- ▶ Increased Security at the Board of Elections Office.
- ▶ Partnerships with federal and state governments, who assist with cyber and physical security.
- ▶ Logic and Accuracy testing on every voting machine before each election.
- ▶ Post Election Audits – Multiple audits are conducted to ensure irregularities are detected, no equipment tampering, ballot stuffing, or tabulation errors.

# VOTER REGISTRATION TOTALS

2004	–	35,488	
2008	–	33,085	
2012	–	35,662	
2016	–	51,455	
2020	–	57,907	
2022	–	60,025	
2023	–	58,982	as of 2/20/2023
2024	–	60,503	as of 1/3/2024



# ABSENTEE VOTING TRENDS

## CIVILIAN

2008 - REQUESTS – 1,371  
2008 - RETURNED – 1,118  
2012 - REQUESTS -1,335  
2012 - RETURNED – 1,220  
2016 - REQUESTS - 1,935  
2016 - RETURNED – 1,568  
2020 – REQUESTS – 16,548  
2020 – RETURNED – 12,126  
2022 – REQUESTS – 3,820  
2022 – RETURNED – 2,919

## MILITARY

2008 - REQUESTS – 66  
2008 - RETURNED – 41  
2012 - REQUESTS – 47  
2012 - RETURNED – 34  
2016 – REQUESTS – 34  
2016 – RETURNED – 23  
2020 – REQUESTS – 85  
2020 – RETURNED – 69  
2022 – REQUESTS – 35  
2022 – RETURNED - 25

## OVERSEAS

2008 - REQUESTS -84  
2008 - RETURNED – 67  
2012 - REQUESTS – 95  
2012 - RETURNED – 77  
2016 – REQUESTS – 175  
2016 – RETURNED – 149  
2020 – REQUESTS – 236  
2020 – RETURNED – 210  
2022 – REQUESTS – 128  
2022 – RETURNED - 114

# ABSENTEE VOTING IN PERSON TOTALS

2008 – 22,021

2012 – 24,686

2016 – 29,951

2020 – 31,446

2022 – 28,924

# FACTORS THAT CONTRIBUTE TO CHATHAM COUNTY HAVING THE HIGHEST VOTER TURNOUT IN THE STATE.....

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- ▶ Three fulltime employees are NC Certified Elections Administrators
- ▶ Director and Deputy are Certified Election Registration Administrators through the Election Center and Auburn University
- ▶ Combined total of over 43 years of specialized experience
- ▶ Strong relationships with stakeholders
- ▶ Outstanding customer service
- ▶ Staff goes over and beyond the call of duty



- ▶ Access to voting
- ▶ Transparent process
- ▶ Citizens trust the process
- ▶ Passionate about conducting fair and impartial elections
- ▶ Hosted international observers from Austria for the 11/08/2022 election

# Board of Elections Members

- ▶ The Board of Elections office is where democracy starts in Chatham County.
- ▶ Currently there are 5 board members.

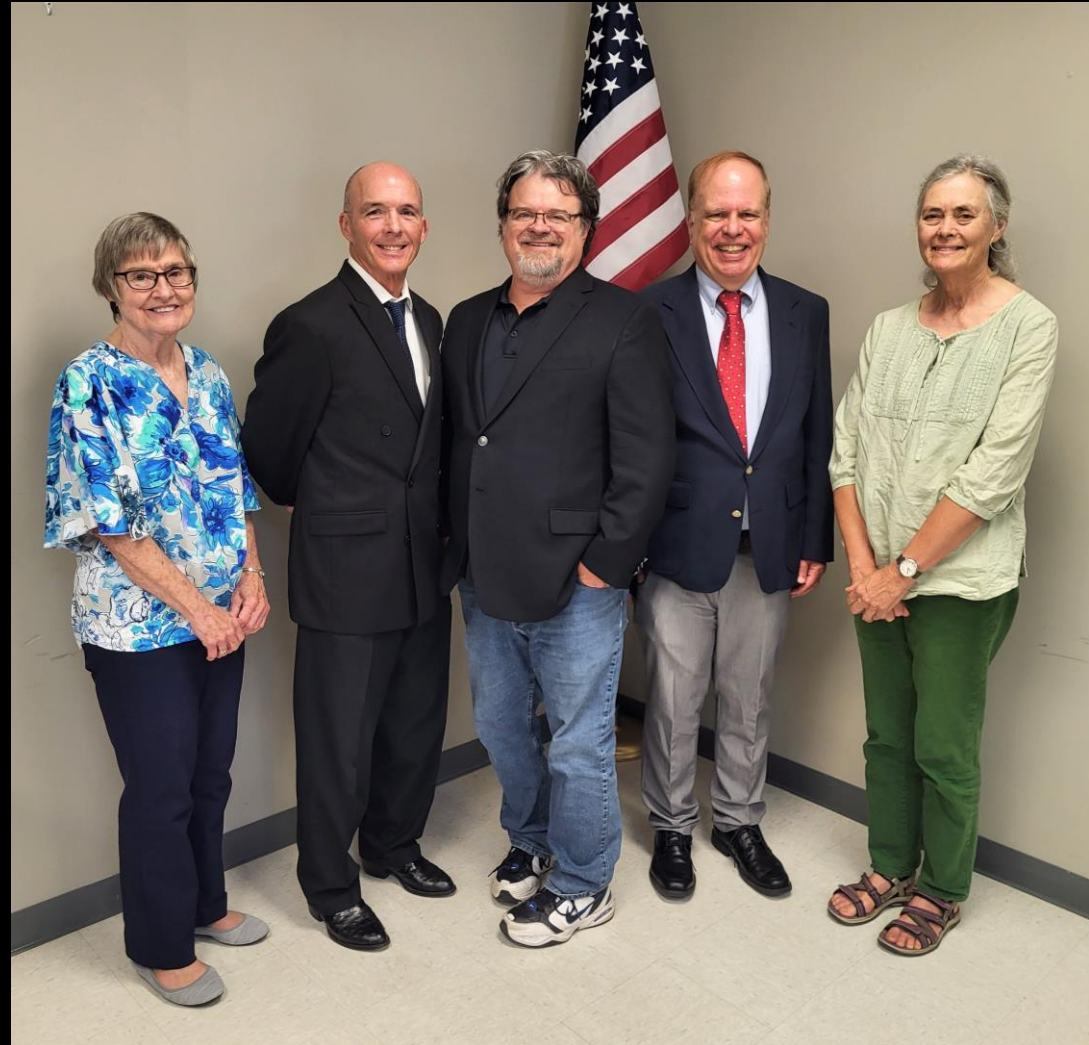
Laura Heise (Dem) – Chair,

Bob Tyson (Rep) –Member,

Mark Barroso (Dem) - Member,

Frank Dunphy (Rep) – Secretary,

Erika Lindemann (Dem) Member





# CHATHAM COUNTY BOARD OF ELECTIONS

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- ▶ It is the responsibility of the Chatham County Board of Elections to administer safe, fair and impartial elections to the citizens of Chatham County as outlined in North Carolina election law and,
- ▶ To oversee hiring and retaining well trained staff to carry out the day-to-day functions in the election's office and,
- ▶ To maintain solid relationships with all stake holders (North Carolina State Board of Elections, County management, Chatham County school administration, voters, political parties, candidates, League of Women voters, and other nonpartisan groups).



# Board of Elections Concerns For Discussion

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- ▶ Safety Concerns at Polling Places Lighting
- ▶ Community Building in Northeast Chatham to use for Early Voting
- ▶ Purchase Additional Voting Equipment
- ▶ Board of Elections Performance Building Renovations
- ▶ SB 747 Budget Impacts
  - ▶ Temporary Salary Line Increase
    - Early Voting Judges – Office Temp to assist with Absentee ballots- Public records requests – Provisional ballots
  - ▶ Office Supplies
    - ▶ Replace all existing documents
  - ▶ Impacts of Sudden Legislative Changes
    - ▶ Things not budgeted

# Memorandum of Understanding

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Current

Copy of Refined



## MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF ELECTIONS OF CHATHAM COUNTY AND THE CHATHAM COUNTY BOARD OF COMMISSIONERS

WHEREAS, the County of Chatham (hereinafter "the County") is a body politic and corporate; and

WHEREAS, the County has a Personnel Policy and a system of personnel management and administration for County employees as authorized by North Carolina General Statutes Chapter 153A; and

WHEREAS, the County's Personnel Policy and personnel system apply automatically only to employees of Chatham County government, its agencies and departments; and

WHEREAS, the Chatham County Board of Elections is an independent governmental unit established pursuant to Article 4 of the North Carolina General Statutes Chapter 163; and

WHEREAS, the Chatham County Board of Elections recommends the appointment and removal of the Director of Elections to the State Board of Elections and who upon the recommendation of the Director of Elections directly appoints and removes staff employees who are supervised by the Director of Elections; and

WHEREAS, the Chatham County Board of Elections does not have a personnel office nor a formal system of personnel administration; and

WHEREAS, the Chatham County Board of Commissioners may provide personnel administration services to employees of governmental agencies who are not Chatham County employees upon written agreement with Chatham County, except to the extent that such agreement conflicts with the law.

THEREFORE, the Board of Elections and the Chatham County Board of Commissioners mutually agree as follows:

Section 1. The County of Chatham will, by and through its Human Resources Department, and its enabling authority, the Chatham County Personnel Policy, assist the Director of Elections in providing a uniform system of personnel administration for the director and all other employees of the Chatham County Board of Elections under the rules, regulations and procedures applicable to Chatham County Employees.

Section 2. Chatham County will administer leave policies, position classification, compensation and benefits for employees of the Chatham County Board of Elections.

Section 3. The Chatham County Board of Elections and the Chatham County Director of Elections will observe Chatham County's policies and procedures concerning general employment rules and regulations, and conditions of employment in a manner consistent with the Board's enabling legislation and the Personnel Policies. This agreement does not affect the Chatham County Board of Elections' statutory authority to appoint and remove employees.

Section 4. Chatham County's policies and procedures concerning disciplinary actions against employees and employee grievances will govern this aspect of personnel administration, however, any grievances/appeals from employment or personnel decisions made by the Chatham County Director of Elections will be heard and disposed of only by the Chatham County Board of Elections. The Chatham County Board of Elections is encouraged to consult the Chatham County Human Resources Director on any matter of grievance or disciplinary action.

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Section 5. The Director of Elections shall represent the Board when signing all county correspondence to include Budget, Finance and Personnel Action Forms for the Board.

Section 6. This Memorandum of Understanding will be effective when signed by all parties involved. It will continue in force from year to year until modified or terminated by written mutual agreement of the parties hereto, or upon ninety (90) days written notice by any party.

COUNTY OF CHATHAM, NORTH CAROLINA

BY: [Signature]  
Chafie Horne  
Chatham County Manager

Date: 10/27/08

BY: [Signature]  
Mija Hicker, Chairman  
Chatham County Board of Elections

Date: 9/16/2008

BY: [Signature]  
Dawn Strumpf  
Director of Elections

Date: 9/16/2008

BY: [Signature]  
Carolyn Miller  
Human Resources Director

Date: 10/27/2008

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WHEREAS, the Chatham County Board of Elections recommends the appointment and removal of the Director of Elections to the State Board of Elections and who upon the recommendation of the Director of Elections directly appoints and removes county board staff employees who are supervised by the Director of Elections, pursuant to G.S. 163-33 (10); and

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Section 2. Chatham County will administer leave policies, and benefits for employees of the Chatham County Board of Elections as approved by the Board of Elections and subsequently approved by the County Commissioners pursuant to G.S. 163-32, 163-35 (C), and G.S. 163-37.

Section 3. The Chatham Board of Elections will prepare and present an annual budget to the Chatham Board of Commissioners per G.S. 163-33 (11) that contains a line item for all permanent staff salaries of the Chatham Board of Elections for Board of Commissioners (BOC) approval. G.S. 163-32, and G.S. 163-37

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COUNTY OF CHATHAM, NORTH CAROLINA

Print: \_\_\_\_\_ Sign: \_\_\_\_\_  
BY: Chair/Chairman County Commissioners Date: \_\_\_\_\_

Print: \_\_\_\_\_ Sign: \_\_\_\_\_  
BY: Chair/Chairman Board of Elections Date: \_\_\_\_\_

Print: \_\_\_\_\_ Sign: \_\_\_\_\_  
BY: Director of Elections Date: \_\_\_\_\_

Print: \_\_\_\_\_ Sign: \_\_\_\_\_  
By: Human Resources Assistant County Manager of Human Resources Date: \_\_\_\_\_

# DISCUSSION