

CONDUCT OF ELECTION REPORT
SECTION 102.141(9), FLORIDA STATUTES

#123983
04/03/3030

The County Canvassing Board must submit a completed Conduct of Election Report to the Division of Elections at the same time that the board submits its certified official election results for any presidential preference primary, general, primary, or special election, whichever is applicable.

On behalf of the county canvassing board, the Supervisor must submit the report via the SOE File Transfer Utility on the SOE portal. For assistance if needed, please contact the Bureau of Voting Systems Certification, Eleonor Lipman; Eleonor.Lipman@dos.myflorida.com; 850-245-6258 or Zane Wood; Zane.Wood@dos.myflorida.com; 850-245-6123.

GENERAL INFORMATION

1. County: Leon

Date of Election: 3/17/20

Election (Check one):

- ☒ Presidential Preference Primary Election
☐ Primary Election
☐ General Election
☐ Other election (specify): _____

2. Election Definition created by (Check one): ☒ County Supervisor of Elections' Office (SOE)

- ☐ Vendor
☐ Consultant
☐ Other (specify): _____

EQUIPMENT

3. Voting Devices (Insert the applicable number):

Vote-by-Mail (VBM) Central Count Marksense Scanners		
Initial Total VBM Scanners	Removed	Replaced or Added
1	0	0

Precinct Count Marksense Scanners				
	Number of Polling Locations	Initial Total Deployed	Removed	Replaced or Added
Early Voting	10	20	0	0
Election Day	88	176	0	0

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Voter Interface Device (e.g., Automark, ExpressVote, or ICE)				
	Number of Polling Locations	Initial Total Deployed	Removed	Replaced or Added
Early Voting	10	20	0	0
Election Day	88	176	0	0

Reason for removal, replacement or addition of voting devices:

All marksense scanners do double duty as Voter Interface devices.

4. Did equipment or software issues occur at the precinct level, at a counting location, or within computer and telecommunications networks supporting county location? (Section 102.141, F.S.)

☐ NO Proceed to #5.

☒ YES Specify the number of issues in the appropriate column(s) in the table below, indicate the specific type of issue(s) incurred on the checklist, and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

		Number of issues		
		Early Voting Site	Election Day Polling Locations	Central Location
Equipment	Marksense Scanner	3	5	
	Voter Interface Device	0	0	
Software	Marksense Scanner	0	0	0
	Voter Interface Device	0	0	
Computer	Election Mgmt. System			0
Telecommunications	Modems and Phone lines	0	7	0

Checklist for type of equipment/software issues encountered (Check all that apply)

Early Voting and Election Day

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Checklist for type of equipment/software issues encountered (Check all that apply)	
Voting devices	
<input checked="" type="checkbox"/>	Voting devices – not connected to electrical power or power source issue
<input type="checkbox"/>	Voting devices – battery backup issue – battery not charged
<input type="checkbox"/>	Voting devices – battery backup issue – removed from service
<input type="checkbox"/>	Voter interface device issue – repaired – remained in service
<input type="checkbox"/>	Voter interface device media issue – media replaced
<input type="checkbox"/>	Marksense scanner issue – repaired – remained in service
<input checked="" type="checkbox"/>	Marksense scanner memory media issue – media replaced
<input type="checkbox"/>	Marksense scanner did not reject a blank ballot
<input type="checkbox"/>	Marksense scanner did not reject a ballot with an overvoted contest
<input type="checkbox"/>	Marksense scanner did not accept one or more undervoted contests
<input type="checkbox"/>	Ballot box diverter issue – removed from service
<input type="checkbox"/>	Ballot box diverter issue – repaired – remained in service
<input type="checkbox"/>	Used the marksense scanner's ballot box emergency/auxiliary bin
<input checked="" type="checkbox"/>	Could not complete a planned modem upload or problems with the phone lines
<input type="checkbox"/>	Other – Provide the description
Central Location	
Vote-by-Mail tabulation	
<input type="checkbox"/>	Marksense scanner issue – repaired – remained in service
<input type="checkbox"/>	Marksense scanner memory media issue – media replaced
<input type="checkbox"/>	Other – Provide the description
Election Management	
<input type="checkbox"/>	Problem uploading results or creating reports
<input type="checkbox"/>	Other – Provide the description

Steps Taken to Resolve:

See supplement item 4.

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5. Were any election definition errors discovered after the logic and accuracy test?
(Section 102.141, F.S.)

- ☒ **NO** Proceed to #6.
- ☐ **YES** Specify the number of issues in the appropriate column(s) in the table below and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

	Number of issues		
	Election definition issues	Precinct count media issues	Central count media issues
County created definition or media			
Vendor created definition or media <u>with correct</u> county information			
Vendor created definition or media <u>with incorrect</u> information from the county			

Notes: Election Day refers to the polling locations. Media refers to a tabulator's memory cards, memory packs, USB flash memory, zip drive, PEBs, etc.

Steps Taken to Resolve:

BALLOTS

6. Ballot-Printing (Check all that apply):

	Early Voting	Election Day	Vote-by-Mail
Ballot-on-Demand (BOD)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ballot Printer Service (provided by SOE's Voting System Vendor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ballot Printer Service (provided by vendor other than SOE's Voting System)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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7. Did any ballot printing and/or ballot supply problems occur? (Section 102.141., F.S.)

☒ **NO** Proceed to #8.

☐ **YES** Specify the number of issues in the appropriate column(s) in the table below, indicate the specific type of issue(s) incurred on the checklist, and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

	Number of Issues			
	Electronic ballot layout issues	Paper ballot layout issues	Paper ballot printer issues	Paper ballot supply problems
County created the ballot				
Vendor created with <u>correct</u> county information				
Vendor created <u>with incorrect</u> information from the county				

Checklist for type of ballot or printer issues encountered (Check all that apply)	
Early Voting and Election Day	
Polling location (please identify the location)	
<input type="checkbox"/>	Incorrect ballots provided to the voter – poll worker
<input type="checkbox"/>	Ballot moisture (humidity) cannot scan
<input type="checkbox"/>	Multi-language or minority language (e.g., Spanish) ballots – not available and/or issues
Vote-by-Mail	
<input type="checkbox"/>	Incorrect ballots provided to the voter – election staff
<input type="checkbox"/>	Incorrect ballots provided to the voter – vendor error
<input type="checkbox"/>	Multi-language or minority language (e.g., Spanish) ballots – not available and/or issues
Ballot-on-demand (BOD)	
<input type="checkbox"/>	Printed incorrect ballots – printer configuration error, such as duplex
<input type="checkbox"/>	Printed incorrect ballots – software error
<input type="checkbox"/>	Printer failure
<input type="checkbox"/>	Incorrect ballots provided to the voter – poll worker
Other	
<input type="checkbox"/>	Describe the issue:

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Steps Taken to Resolve:

ELECTION ADMINISTRATION

8. Did you have any **staffing shortages and/or procedural problems by employees or precinct workers** during the conduct of the election?
(Section 102.141, F.S.)

☐ **NO** Proceed to #9.

☒ **YES** Specify the number of issues in the appropriate column(s) in the table below, indicate how the issue was addressed, and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

Who experienced the issue	Number of shortages	Number of times that additional training may have mitigated the problem(s)	Number of times when procedures were not followed
Poll workers	102	0	0
Election staff			
Security			
Temporary support			

Steps Taken to Resolve:

Of the 102 poll workers initially scheduled, 15 did not complete training. 87 completed training but did not work Election Day. 65% of the drop rate was due to concerns about COVID-19. Poll workers were shifted to other locations to meet needs. Shortages were slightly above average but did not noticeably affect voters' experiences.

9. Were there instances when the needs for **staffing and equipment were insufficient** to meet voters' needs?
(Section 102.141, F.S.)

☒ **NO** Proceed to #10.

☐ **YES** Specify the numbers in the appropriate column(s) in the next table and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

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	Number of planned resources for Election Day	Number of resources available for Election Day	Number of insufficient resources on Election Day to meet the voters' needs
Poll workers			
Election staff			
Voting devices		Note below and see page 1	
Other equipment and supplies			

Note: The number of "planned" items are based on the Election Day estimates, and "available" is the actual items at the start of the Election Day. Note that the number of voting devices available is based on the actual initial total deployment including voter interface devices as provided on page 1 for Election Day. Other equipment and supplies, for example, refers to summation of the number of electronic poll book devices, provisional ballot supplies, ballot boxes, transfer bags, etc.

Steps Taken to Resolve:

10. Did you experience any issues associated with Voter Check – In? (Section 102.141., F.S.)

☐ **NO** Proceed to #11.

☒ **YES** Specify the number of issues in the appropriate column(s) in the table below, indicate the specific type of issue(s) incurred on the checklist, and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

	Number of issues	
	Early Voting Site	Election Day Polling Locations
Electronic Poll Book/ Precinct Register (If used in election)		2
Paper poll book / precinct register		

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Checklist for type of voter check-in issues encountered (Check all that apply)	
Early Voting and Election Day	
Electronic-Poll Book	
Type: EVID	Vendor: VR Systems
<input type="checkbox"/>	Electronic Poll Book – not connected to electrical power or power source issue
<input type="checkbox"/>	Electronic Poll Book functionality issue – repaired – remained in service
<input type="checkbox"/>	Electronic Poll Book functionality issue – removed from service
<input type="checkbox"/>	Electronic Poll Book media issue – media replaced
<input type="checkbox"/>	Electronic Poll Book connectivity issue – repaired – remained in service
<input type="checkbox"/>	Electronic Poll Book connectivity issue – removed from service
<input type="checkbox"/>	Electronic Poll Book Check-In Process
Paper poll book / precinct register	
<input type="checkbox"/>	Paper Poll Book – Incorrect
<input type="checkbox"/>	Paper Poll Book – Check-In Process
Other	
<input type="checkbox"/>	Describe the issue: Three voters mistakenly cast provisional ballots in voting machines on election day. Voters did not understand the procedures and poll worker did not monitor the voters sufficiently.

Steps Taken to Resolve:

Will reinforce training. Also revisit steps to make provisional ballots unreadable by the voting machine

to prevent this in future elections. Will discuss with internal team after post-election debrief.

11. Did you experience any additional issues associated with the conduct of election?
(Section 102.141, F.S.)

☐ **NO** Proceed to #12.

☒ **YES** Indicate on the checklist the type of issue(s), and explain the steps taken to resolve the issue(s) on the lines provided (☐ check this box if on a separate sheet).

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Checklist for Additional Issues	
Early Voting and Election Day	
Polling location	
<input type="checkbox"/>	Incorrect setup
<input type="checkbox"/>	Solicitation area violated
<input type="checkbox"/>	Incompatible for ADA accessibility
<input type="checkbox"/>	Incompatible for use as a polling location
Voters	
<input type="checkbox"/>	Fleeing voter
<input type="checkbox"/>	Disruptive behavior
<input type="checkbox"/>	Disruptive photography
Observers	
<input type="checkbox"/>	Not approved
<input type="checkbox"/>	Disruptive behavior
<input type="checkbox"/>	Disruptive photography
Media and/or citizen polling	
<input type="checkbox"/>	Disruptive behavior
Other	
<input checked="" type="checkbox"/>	Describe the issue: Received complaints about party affiliation not as expected. In most instances, DHSMV was involved in transaction. In two instances, party change was initiated by 3PVRO 16-65, which had known instances of registration fraud turned over to the State Attorney and FDOE.

Steps Taken to Resolve:

SOE allowed administrative changes in these instances and party affiliation was changed to reflect previous choice. Voters in these limited cases were allowed to vote normally and two voters filed Elections Fraud Complaints.

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CANVASSING BOARD

12. If the canvassing board conducted a manual recount of overvotes and undervotes, does the canvassing board have suggested revisions to the law or the rules for determining a voter's choice?
(Sections 101.6952(2) and 102.166(4), F.S. and Rules 15-2.027 and 15-2.051)

☐ N/A Proceed to #13.

☒ NO Proceed to #13.

☐ YES Provide suggested revisions below. If needed, attach additional pages and a copy of a representative ballot for which a determination could not be made to illustrate the issue.

Proposed revisions to standards for determining a voter's choice:

13.

County Canvassing Board

Print Name	Signature	Title	Date
J. Layne Smith		Leon County Judge	3-28-2020
MARIL S EARLY		SOE	3/28/2020

NOTICE: A statutory duty exists to continually report any new or additional information on any of the items required to be included in this Report. The supervisor of elections on behalf of the board must:

- Notify the Division of Elections no later than the next business day after the discovery of the information; and
- Submit a signed written report amended report no later than no later than 10 days after the discovery. (Section 102.141, F.S.)

Addendum

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Addendum

This section asks what services and materials were provided to accommodate Spanish language voters.

1. Type of Spanish-language ballot used in county:

Select all that apply	
Spanish-Language Ballots	
<input checked="" type="checkbox"/>	Unilingual Ballot
<input type="checkbox"/>	Bi- or multilingual ballot
<input checked="" type="checkbox"/>	Voter Interface Device (Automark, Expressvote, or ICE)

2. Number of persons that requested Spanish-language ballot? (only applicable to counties with single language ballots): 4 _____

3. Form of language assistance offered at the Supervisor of Elections Office:

Select all that apply	
<input checked="" type="checkbox"/>	Bilingual staff
<input checked="" type="checkbox"/>	Spanish voter assistance hotline
<input checked="" type="checkbox"/>	Professional translation services by phone
<input checked="" type="checkbox"/>	Spanish language election related signage and materials
<input type="checkbox"/>	Other- describe

4. Form of language assistance offered at the polls:

Select all that apply	
<input checked="" type="checkbox"/>	Bilingual election worker
<input checked="" type="checkbox"/>	Spanish voter assistance hotline
<input checked="" type="checkbox"/>	Professional translation services by phone
<input type="checkbox"/>	Virtual bilingual election worker
<input checked="" type="checkbox"/>	Spanish language election related signage and materials
<input type="checkbox"/>	Other- describe

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5. Number of persons that accessed the Spanish-language website: 18

6. Form of language assistance offered on website:

Select all that apply	
<input checked="" type="checkbox"/>	Fully translated website in Spanish
<input checked="" type="checkbox"/>	Link to state's Spanish-language information website
<input checked="" type="checkbox"/>	Spanish language election related materials
<input type="checkbox"/>	Other- describe

7. Provide any additional relevant information: _____

Given the low numbers of usage, we feel confident that the split language approach
used for most of our materials is proving to be a wise choice. We will continue to report
statistics as required each month.

Conduct of Election Supplement – 2020 PPP

Leon County Florida

#4 Equipment and software issues

Early Voting

- There were three locations where the polls were closed before the end of early voting. SOE staff reopened the polls and continued voting.

Election Day

- Voting machines at a few locations were not initially plugged in. The machines shutdown after running on battery for some time. The poll workers plugged the machines in properly and powered them back on.
- Due to one of the voting machines running on battery power during voting, machine 2 shut down when a voter attempted to insert their ballot. The machine rejected the ballot and shutdown. The voter inserted their ballot into machine 1 successfully instead. Poll workers properly plugged machine 2 into AC power and rebooted. There was a memory card error where results did not match on CF1 and CF2 due to the machine shutting down in the middle of tabulating a ballot. SOE staff downloaded new CF cards and replaced them in that machine. There were 11 ballots that were refeed after the CF cards were replaced.
- One voting machine shut down after running on battery power for some time. The machine was plugged in properly, but the power adapter inside the base of the ballot box had become loose. A rover plugged the power adapter in tighter and the machine powered back on successfully.
- One voting machine shut down due to a bad battery. The machine was properly plugged into AC power but went into an error state after losing connectivity to the internal battery. SOE staff replaced the battery and the machine rebooted successfully.
- There was a mishandled jam at one polling location where the ballot was removed and placed into the ballot box. Jammed ballots are not counted so the audit system showed a +1 ballot for that precinct. Staff identified the ballot that was not originally tabulated and sent it to the canvassing board as an unscanned ballot.
- There were 10 voting machines from 7 locations that did not upload results on election night. Two locations had bad phone lines. The phone lines were discovered as bad during election day. Three locations did not use their second machine, so they did not attempt to upload those machines. The other two locations failed to transmit for unknown reasons, so those machines were manually uploaded.