

Flagler County
2014 General Election
Official Observation Report



Florida Department of State
Division of Elections
R. A. Gray Building, Room 316
500 S. Bronough Street
Tallahassee, FL 32399-0250

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Assignment/Background

On October 21, 2014, Craig Coffey, County Administrator for Flagler County, sent a letter¹ to Florida Secretary of State, Ken Detzner, in which the Flagler County Board of County Commissioners requested assistance pursuant to section 101.58, Florida Statutes.

On October 31, 2014, Secretary Detzner appointed Carlos Rey, Assistant General Counsel, Florida Department of State, and Linda Hastings-Ard, Senior Management Analyst, Bureau of Voting Systems Certification, Division of Elections, to observe the elections processes for the Flagler County's 2014 General Election.² The observation included early voting, Election Day, election results reporting, and County Canvassing Board activities.

Prior to the Mr. Rey's arrival in Flagler County, he contacted Mr. Coffey. Mr. Rey stated that he would be arriving on November 3, 2014, and that he and Ms. Hastings-Ard would be observing the Canvassing Board meetings scheduled for November 3 and 4, and would observe election activities at various polling sites throughout the county on Election Day. Ms. Hastings-Ard also observed early voting activities on the afternoon of October 31 and throughout the day on November 1.

Flagler County Voting System

Flagler County uses the Dominion Voting System–GEMS, Release 1.21.6, Version 1, voting system. Voters cast their ballots on either the AccuVote OS (AVOS) optical scanner [Figure 1] or the AccuVote TSx (TSx) direct recording electronic device [Figure 2]. The AVOS machine scans and tabulates marksense paper ballots and has been in use in Flagler since the year 2000. The county's accessible voting equipment is the TSx. This is a "touchscreen" device that functions by recording, casting, and tabulating voter choices." The county has used the TSx since 2006.



Figure 1. AccuVote (AVOS) optical scanner



Figure 2. AccuVote TSx direct recording electronic device

¹ See Appendix A

² See Appendix B

Election Day/Night and Early Voting Observations

Early Voting

Early voting for the 2014 General Election was held in the three locations below [Figures 3-5], from Monday, October 20th through Saturday, November 1st, from 10:00 a.m. – 6:00 p.m. At the early voting sites, the observers viewed the following activities: Polls opening activities, poll worker procedures, activities and interactions with voters, and polls closing activities.

1. Palm Coast Community Center
305 Palm Coast Parkway, NE
Palm Coast, Florida



Figure 3. Palm Coast Community Center early voting site

2. Flagler County Public Library
2500 Palm Coast Parkway, NW
Palm Coast, Florida



Figure 4. Flagler County Public Library early voting site

3. Flagler County Supervisor of Elections Office
1769 E. Moody Boulevard
Bunnell, Florida



Figure 5. Flagler County Supervisor of Elections early voting site

Polls Opening Activities at an Early Voting Site

In Flagler County, the polls opening process is done by both Flagler County SOE employees (e.g., “election official(s)”) and poll workers. One of the County’s election officials goes to each location in the morning to set up the voting equipment, assist the poll workers with other tasks (if necessary), and to verify that the site is ready for voters by the scheduled polls opening time, 7:00 a.m. EST. The poll workers assist with the majority of the required paperwork, such as verifying the seals and equipment serial numbers, recording the beginning public count and verifying a match to the end public count from the previous day, if applicable. Ms. Hastings-Ard observed the polls opening process at an early voting location on November 1.

Early Voting Location Site Visits

Ms. Hastings-Ard visited the sites on the afternoon of October 31 and throughout the day on November 1. At all sites visited, the elections process proceeded in an orderly, efficient manner. Specific observations are below:

1. Early voting sites were adequately marked and identified as a voting location³ [Figures 6-7]. It would have been helpful, however, to have had the polling site’s actual room entrances and exits more clearly marked as several voters were confused about which of the doors was the entrance and which was the exit.



Figure 6. 'Early Voting' sign at early voting location



Figure 7. 'Vote Here' sign at early voting location

³ § 101.71(4), F.S.

2. The 100-foot campaigning boundary was clearly marked in all locations [Figure 8]. If campaigners were present, they were appropriately stationed outside of the boundary.⁴



Figure 8. Campaigning boundary sign/cone at early voting site

3. The precinct clerks and other poll workers seemed knowledgeable about their specific tasks and responsibilities.
4. Rooms were set up in an orderly, accessible manner, such that there was an easy flow of voter traffic while navigating through various steps of the voter process and/or facility.
5. Required documents were posted at the precinct location: Voter rights and responsibilities, voter instructions, voter fraud information, Division of Elections (DOE) Constitutional Amendment Pamphlet, and sample ballots.⁵
6. An optical scanner (AVOS) and an ADA device (TSx) were ready and available for use at each precinct.⁶

Poll Worker Procedures/Activity/Voter Interaction (Early Voting)

Overall, poll workers followed appropriate procedures at the early voting sites. There were some instances where additional training was needed, but, in general, poll workers correctly carried out their tasks. Specific observations are below:

1. An individual came into the polling place with a voter. The individual was not there to vote or to assist the voter. The precinct clerk correctly informed the individual that he could not stay in the polling place unless he was going to vote.⁷
2. In some instances, the poll workers who were stationed at the AVOS did not turn their back, avert their eyes, or stand a distance away when voters were casting their ballot.⁸ Each time this behavior

⁴ § 102.031(4)(a) and (b), F.S.

⁵ §§ 100.371(5)(e)4, 101.20(1), 101.031(2), and 101.5611(2), F.S.

⁶ §§ 101.56062(2) and 101.56075, F.S.

⁷ Florida Division of Elections Polling Place Procedures Manual (DS-DE 11, rev. June 2014)

⁸ § 101.041, F.S.

was observed at a new location, the observer informed the precinct clerk that the poll worker needed to afford more privacy to the voter and this corrected the problem.

3. A voter placed her ballot into the AVOS and it was returned as rejected because of an overvoted race. The voter was directed to the precinct clerk who properly explained to the voter that she could either cast the ballot “as-is” or spoil that one and mark a new ballot. The voter chose to cast the ballot “as-is”.⁹
4. A voter stated that he had received an absentee ballot, but that he had decided he would rather vote at the polling location. He did not have his absentee ballot with him. The precinct clerk telephoned the SOE office, where staff checked to see if the voter’s absentee ballot had been returned/received by the County. It had not been returned so the voter was properly allowed to mark/cast a ballot in the polling location.¹⁰
5. A voter notified the precinct clerk that he had made an error on his ballot and wished to obtain a new ballot. The precinct clerk properly assisted the voter with “spoiling” the ballot that had the error and issuing a duplicate ballot.¹¹
6. A security camera was located in the ceiling of one of the polling locations. It was properly covered at all times.¹²
7. The observer noted a few instances where two voters were attempting to converse while they were marking their ballots at side-by-side voting booths. In all cases, the Clerk properly informed them that this was not allowed.
8. After casting their ballots, one voter took a picture of another voter in the polling place¹³. The Clerk hurried to that area of the room in an attempt to stop the voters from doing this. The Clerk was trying to correctly handle the situation, but the voters were able to complete the activity and quickly exit before the Clerk could stop them.

Polls Closing Activities

Much like the polls’ opening process, election official(s) also assist with polls closing at each location. They typically arrive at the early voting site approximately 30 minutes before the end of the voting day and wait for the appointed time for the polls to close. The election official(s) works with the poll workers to complete the evening activities.

Some of the key tasks to be completed by the poll workers and election official(s) are:

- Make an announcement that the polls are closed
- Fill in and/or verify information on the various logs and forms, such as the opening / closing logs and ballot reconciliation forms
- Move the voted ballots from the ballot box to a secure transfer case
- Account for provisional, cancelled absentee, and spoiled ballots and include those in the secure transfer case
- Apply a security seal to the secure transfer case
- Shut down, secure, and seal the voting equipment and the EVIDs poll books

⁹ § 101.5606(3) and (4), F.S.

¹⁰ § 101.69(2), F.S.

¹¹ § 101.5608(2)(b), F.S.

¹² § 102.031(5), F.S.

¹³ § 102.031(5), F.S.

When all of the evening's work is complete, the election official transfers the voted ballots, in the sealed transfer case, to the Supervisor's office [Figures 9-11].

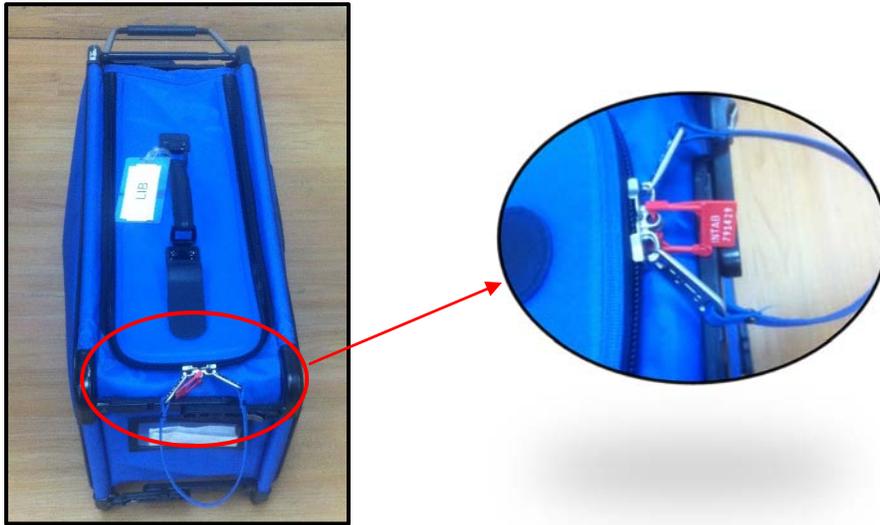


Figure 9. Sealed secure ballot transfer case



Figure 10. Sealed AVOS tabulator

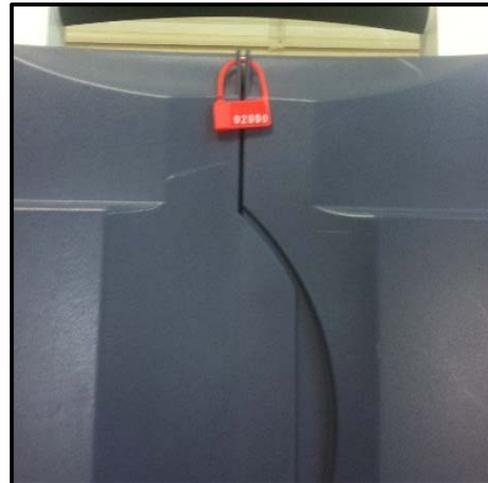


Figure 11. Sealed TSx DRE - ADA Device

Election Day/Night

The 2014 General Election took place on Tuesday, November 4th, with polls open in Flagler County from 7:00 a.m. EST – 7:00 p.m. EST, as required by Florida Statute.¹⁴

On Election Day, the observers performed the following activities: Observed Flagler County Supervisor of Elections office’s process for ensuring that the precincts opened on time, visited several precincts, observed polls closing activities at a precinct and election night results reporting procedures/activities.

There were 22 precinct locations for 2014 General Election. Between them, the observers were able to visit 19 precincts, or 86%, on Election Day. The locations, with their corresponding precinct identification(s), are listed below:

Precinct	Location
1	Bunnell City Hall
3	St. Johns Park Fire Station
5-7	St. Mary’s Catholic Church
9	First Baptist Church of Bunnell
10	Flagler County Schools
11	Rymfire Elementary School
13	Christ the King Lutheran Church
14	Palm Coast Bible Church
15	Buddy Taylor Middle School
16	Wadsworth Elementary School
17	Belle Terre Swim/Racquet Club
18	Shepard of the Coast Lutheran Church
19	Flagler County Public Library
20	Park View Baptist Church
21	Belle Terre Elementary School
23	VFW Post 8696
27	Palm Coast Community Center
29	Adult Education Building
31	Grand Haven Village Center
33	Flagler Beach City Hall

¹⁴ § 100.011(1), F.S.

Precinct	Location
35	Flagler Beach Methodist Church
37	Old Kings Elementary School

Polls Opened On Time – SOE Verification Process

The observers arrived at the Flagler County Supervisor of Elections Office, at 1769 E. Moody Boulevard, Bunnell, Florida, at 6:10 a.m. on Election Day to observe the SOE’s process for ensuring that polls were up and ready to accept voters at 7:00 a.m., EST. Although the office has no documented procedure for this activity, there is a standard process which is followed by staff. According to an election official, precinct clerks are told to call the Supervisor’s office at any time that their precinct is ready to open, beginning at 6 a.m. and no later than 6:30 a.m. By 6:45 a.m., election officials begin calling any precinct where the precinct clerk has not yet notified the office that the polling place is ready to open by 7:00 a.m. For this election, all precincts had either called in or had been contacted by SOE staff by 6:49 a.m. SOE staff reported to the observers that all polls were open by 7:00 a.m., in accordance with section 100.011, Florida Statutes.

Precinct Visits

Of the sites visited, the elections process proceeded in an orderly, efficient manner. There were a couple of instances where additional training was needed, but, overall, poll workers performed their assigned tasks satisfactorily. Specific precinct visit observations are below:

1. Precinct locations were adequately marked and identified as a voting location [Figures 12-13].



Figure 12. Precinct location sign



Figure 13. 'Vote' sign indicating early voting location ahead

2. The 100-foot campaigning boundary was clearly marked in all locations. If campaigners were present, they were appropriately stationed outside of the boundary.
3. The precinct clerks and other poll workers seemed to be knowledgeable about their specific tasks and responsibilities.
4. Rooms were setup in an orderly, accessible manner, such that there was an easy flow of voter traffic while navigating through various steps of the voter process and/or facility.

5. Required documents were posted at the precinct location: Voter rights and responsibilities, voter instructions, voter fraud information, DOE Constitutional Amendment Pamphlet, and sample ballots.
6. An optical scanner (AVOS) and an ADA device (TSx) were ready and available for use at each precinct.

Poll Worker Procedures/Activity/Voter Interaction (Precinct Visits)

1. While visiting the first precinct, one of the observers noticed that poll workers were not providing a secrecy envelope when handing the voter his ballot. The observer brought this to the precinct clerk's attention. The Clerk quickly instructed poll workers to begin placing the ballots inside the secrecy envelope and then notified the Supervisor of Elections' office of the oversight. Shortly thereafter, the Supervisor Weeks sent an email to all polling sites, via the EViD system informing them to make sure they were in compliance with this requirement. At visits to subsequent precincts, the ballots were given to voters with a secrecy envelope.¹⁵
2. A voter requesting assistance completed the "Declaration to Secure Assistance" form and was appropriately accompanied by two clerks to the voting booth.¹⁶
3. Security cameras were located in some of the polling locations and, in all instances, they were properly covered.¹⁷
4. A voter notified the precinct clerk that he had made an error on his ballot and wished to obtain a new ballot. The precinct clerk correctly assisted the voter with "spoiling" the ballot that had the error and issuing a new ballot.¹⁸
5. A poll worker could not find a voter's information in the system, even though the voter told a poll worker that he was registered to vote. The precinct clerk called the SOE office to ask if the voter could cast a provisional ballot and was given the incorrect information that the voter was not eligible to cast a provisional ballot.¹⁹
6. On at least three occasions, a voter arrived to vote at an incorrect precinct. The voters were properly informed that they were at the wrong location and were given instructions on how to get to their designated polling place.²⁰

Polls Closing Activities

Unlike the polls' closing process that occurs for the early voting period, the poll workers on election night are expected to carry out all polls closing activities without the assistance of an election official. One of the observers was present at a chosen precinct by 6:30 p.m. and was able to observe the closing procedures.

¹⁵ §§ 101.041 and 101.5608(2)(a), F.S.

¹⁶ § 101.051(4), F.S.

¹⁷ § 102.031(5), F.S.

¹⁸ § 101.5608(2)(b), F.S.

¹⁹ § 101.048, F.S.

²⁰ § 101.045(1), F.S.

Some of the key polls' closing tasks to be completed by the poll workers are:

- Make an announcement that the polls are closed
- Print and post a results tape
- Fill in and/or verify information on the various logs and forms, such as the opening/ closing logs and ballot reconciliation forms
- Move the voted ballots from the ballot box to a secure transfer case and to account for the provisional, cancelled absentee, and spoiled ballots and include those in the case as well, after which the transfer case is sealed with a security seal
- Shut down, secure, and seal the voting equipment and the EVIDs poll books

When these and other tasks are complete, the precinct clerk and one other poll worker transfer the voted ballots, in the sealed transfer case, to the Supervisor's office.

Although most of the poll workers at the observed precinct had served in a variety of roles in previous elections, some confusion seemed to exist regarding how to perform some of the required tasks and who was responsible for a task. For certain items, there were instructions or notes, but in many instances, - significant uncertainty existed about who was supposed to do the task and/or what the 'next step' was for a given task.

It appeared to the observer that most of the poll workers lack of understanding centered around the types of activities that are generally done by election officials, not poll workers, during the early voting period. Thus, even a seasoned poll worker would have had practically no hands-on experience before Election Day.

While certainly some confusion and disorganization existed, the poll workers ultimately resolved the issues and worked as a team to adequately accomplish their assignments.

Election Night Results Reporting

As required by section 102.141(4)(a), Florida Statutes, early voting results and absentee ballots that had been canvassed and tabulated by the end of the early voting period were uploaded into the county's election management system (EMS) on the Monday night before Election Day. The uploaded results were properly not made public before the close of the polls on Election Day.²¹

Then, also as required by statute, on election night, before 7:30 p.m., the above referenced results that had been uploaded to the county's EMS on Monday night were electronically transmitted to the Department of State.²²

Additional results were processed and updates were transmitted at least every 45 minutes until all results had been reported at approximately 9:30 p.m., well before the 2:00 a.m. deadline on the day following the General Election.²³

²¹ §§ 101.5614(9) and 101.68(2)(a), F.S.

²² § 102.141(4)(b), F.S.

²³ § 102.141(3), F.S.

Canvassing Board Meetings/Activities

The 2014 Flagler County General Election board was comprised of the following individuals:

Judge Melissa Moore-Stens	Chair
Supervisor of Elections Kimberle Weeks	Member (resigned from office Jan. 5, 2015)
Flagler County Commissioner Barbara Revels	Member/Alternate ²⁴
Flagler County Commission Chairman George Hanns	Member (removed Nov. 4, 2014) ²⁵
Flagler County Commissioner Charlie Erickson, Jr.	Alternate (resigned Oct. 22, 2014) ²⁶

The meetings were held in Flagler County, in a location that was accessible to the public.²⁷ At least one observer was present for the duration of the scheduled, publicly noticed November 3 and November 4 Canvassing Board meetings. The observer(s) witnessed the overall meeting structure/activities and the absentee ballot canvassing/processing procedure.

Meeting Structure/Process

Judge Moore-Stens chaired the November 3 and 4 Canvassing Board meetings. The other two Canvassing Board members, Supervisor of Elections Kimberle Weeks and Flagler County Commission Chair George Hanns, were also present. In general, the meetings followed an agenda²⁸ prepared by the Flagler County Supervisor of Elections office. Both meetings included a call to order, pledge to the flag, verification of public notice, Canvassing Board business, public comments, acceptance of previous meeting minutes, absentee ballot canvassing, and when all Canvassing Board duties were completed for the day, the meetings were appropriately adjourned. More specific information regarding Flagler County's absentee ballot canvassing process is in the section below.

Absentee Ballot Canvassing/Processing Procedure

As a part of the analysis of Flagler County's absentee ballot processing procedure, the observers requested that the Supervisor of Election's office send a copy of any documented procedures in use that were associated with absentee ballot processing. The reason for the request was so that the observers could compare the SOE's documented procedure with the actual activities observed during the Canvassing Board's absentee ballot canvassing activities. Supervisor Weeks did not provide a documented procedure. Instead, in an email response regarding the matter, she stated that she had afforded an explanation to one of the observers and that this same observer had also witnessed firsthand how this activity was performed. Therefore, the following procedural steps represent the observer's observations and/or the Supervisor's oral account of this activity:

- Upon receipt of voted absentee ballots, election officials at the Flagler County Supervisor of Elections' office: 1) sort the unopened absentee ballot envelopes by precinct; 2) record on a mail log the number

²⁴ Barbara Revels served as a Canvassing Board Alternate from October 22 – November 4, 2014. Ms. Revels served as a Canvassing Board Member beginning November 4, 2014.

²⁵ By majority vote at the November 4, 2014 Canvassing Board meeting, Mr. Hanns was removed from the Canvassing Board. The determination of whether the Canvassing Board's removal of Mr. Hanns from the Board was appropriate is beyond the scope of this observation report.

²⁶ At the October 22, 2014 Canvassing Board meeting, Flagler County Commission Chair, George Hanns, provided a sealed envelope which contained a letter from Mr. Erickson stating that he was resigning from his position as a Canvassing Board alternate. The Flagler County SOE did not provide a copy of this letter to DOE.

²⁷ Per § 102.141(2), F.S., public notice of the time and place of County Canvassing Board meetings must be given at least 48 hours prior to the meeting. A copy of the Supervisor's website notice is in Appendix C.

²⁸ See Appendix D.

of absentee ballots received by day, by precinct; 3) store the sorted, logged, unopened absentee ballot envelopes in the office's walk-in vault until the next scheduled canvassing board meeting.

- When the Canvassing Board convenes, the heretofore unprocessed absentee ballot precinct bins are removed from the vault and brought to the canvassing area of the office.
- In the presence of the Canvassing Board, the absentee ballot envelopes are opened by running them, by precinct bin, through an Omation Table Top Envelopener, Model 2100, letter opener machine. The unsealed absentee ballot envelopes are then placed back into their respective precinct bin.
- Absentee ballots are removed from the envelopes by a two-person team. No set policy exists regarding the composition of the 'opening' teams, but the teams are made up of some combination of the following: Poll workers, election officials, and Canvassing Board members.
- Team members process one precinct bin at a time. The first team member removes the ballot and secrecy sleeve from the envelope and then removes the ballot from the secrecy sleeve. The second team member unfolds the ballots and secures all of the empty ballot envelopes (by precinct bin) together with a rubber band.

NOTE: No 'one to one' synchronization exists with regard to the activities between team members. For example, team member one may have emptied 10 ballot envelopes, when team member two has completed the unfolding/stacking process for only 4-5 ballots. The observer witnessed one instance where this lack of synchronization created a problem. A 2012 absentee ballot was returned in an envelope and there was no way to be certain from which of the envelopes it was removed.

- In order to verify that the number of ballots opened matches the number recorded on the mail log, team members count the number of ballots, as well as the number of envelopes, and compare these counts to the number written on the mail log.
- Ballots are placed back into the precinct bin and then scanned through one of the two AccuVote OS tabulators designated for absentee ballot processing.
- To ensure that the number of ballots scanned matches the number of ballots received, the staff member who is scanning the ballots into the tabulator records the tabulator's public count and uses the mail log to add the number of precinct bin ballots as shown below.

<i>Beginning public count for tabulator 1 on mmddyyyy:</i>	<i>2000</i>
<i>Precinct absentee ballot bin number for mmddyyyy:</i>	<i>+25</i>
<i>Expected ending public count for tabulator 1 on mmddyyyy:</i>	<i>2025</i>

- The number of scanned absentee ballots should equal the expected ending public count.
- When the absentee ballots have been processed, they are placed in labeled, storage boxes in a secure area of the office.

In addition to the above, one of the observers witnessed the Canvassing Board's process for reviewing absentee ballots with questionable signatures and/or other problems to be resolved on election night. On that occasion, Supervisor Weeks presented the absentee ballots that required additional canvassing to the Board. Each Board member had an opportunity to compare the voter's signature with that on record prior to making a determination with regard to whether the ballot was legal or illegal.

General Observations

- As a part of the analysis of Flagler County’s elections process, the observers requested that the Supervisor of Election’s office provide the documented procedures for various key activities that take place during the election cycle, as well as the names and level of expertise for both the primary and backup employees who are responsible for each of these key activities. Supervisor Weeks responded to this request by email explaining that detailed instructions for many tasks and procedures were not available because they existed on electronic “help menus” or existed in an electronic version of the Florida Statutes. She also stated that her staff relied on lists and spreadsheets and that office tasks are handled “as they are needed as a team.”
- As a part of the analysis of Flagler County’s elections process, the observers requested by electronic means that the Supervisor of Election’s office provide the documented procedure for conducting ballot duplication activities, including information regarding how the county handles situations where the Canvassing Board deems that the ballot includes intentionally overvoted races. The observers did not see election officials or the Canvassing Board using a documented procedure. However, Supervisor Weeks responded, as needed, with the steps in the process.
- As a part of the analysis of Flagler County’s elections process one of the observers asked, in person and by electronic means, that the Supervisor of Election’s office provide the documented procedure for ensuring the security of the walk-in vault (where the unprocessed absentee ballots are stored). Supervisor Weeks explained that there is a “sign-in/out” log hanging on the wall beside the vault door [Figure 14]. The observer then asked how the SOE ensured that everyone entering the vault signed the ‘sign-in/out’ log. Supervisor Weeks explained that a security camera, mounted in the hallway ceiling where the vault is located, records all activity around the vault entrance/egress and that the vault is securely locked every evening. In addition to this, the observers noticed that the SOE did attempt to limit admittance to this area of the office by placing tables in front of the access points with signage that read ‘Do Not Go Beyond This Point’ [Figure 15]. No further measures of control were observed.



Figure 14. Vault ‘sign in/out’ log



Figure 15. ‘Do Not Go Beyond This Point’ sign

Recommendations

The following recommendations are offered to mitigate potential problems and to assist the county with conducting more methodical, controlled, well-planned election processes.

1. To reduce voter confusion as to where the actual early voting and precinct polling site room entry and exit are located, clearly mark the room entrance and egress.
2. To better maintain uninterrupted business continuity in case of staff turnover and to ensure consistency in carrying out election processes, establish documented procedures, including, but not limited to, key election activities and tasks in the Supervisor of Elections office and during canvassing board meetings, such as:
 - a. Design a plan to ensure redundancy for the key duties for all employees. The plan should, at a minimum, include designation for the staff member who is primarily responsible for a given task and a backup person trained to take over this activity if necessary.
 - b. Create a written procedure to carry out the activities associated with absentee ballot storage, canvassing, signature and eligibility verification, and processing.
 - c. Develop a verifiable process for ensuring that the polls are open at 7:00 a.m. EST on Election Day.
3. Improve or enhance poll worker training in the following areas:
 - a. Emphasize to poll workers stationed at the tabulators that they should either turn their back, avert their eyes, or stand a distance away when voters cast their ballot to ensure secrecy of the ballot.
 - b. Stress to poll workers that they must place a voter's ballot inside a secrecy envelope.
 - c. Provide specific instructions and/or hands-on training for all 'poll closing' activities.

Conclusion

Based on the analysis of witnessed activities in the Flagler County elections process for the 2014 General Election, it appears that eligible voters who wished to participate were allowed to do so and ineligible persons were not allowed to vote. The canvassing board meetings observed were orderly and members treated each other in a professional manner. Members of public in attendance were given the opportunity to observe the board's activities, ask questions and make comments at the appropriate time.

Therefore, the observers believe that the election was conducted in a fair and impartial manner that is generally consistent with the Florida Election Code.

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Appendices

Appendix A – Letter from Flagler County Administrator Craig Coffey

Administration
1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110



www.flaglercounty.org
Phone: (386)313-4001
Fax: (386)313-4101

October 21, 2014

Florida Department of State
Attn: Mr. Ken Detzner, Florida Secretary of State.
R.A. Gray Building
500 S. Bronough Street
Tallahassee, Florida 32399-0250

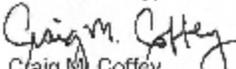
Dear Secretary Detzner:

The Flagler County Board of County Commissioners respectfully requests your assistance under Florida Statute 101.58 "Supervising and observing registration and election processes". At their meeting last night, the Board voted unanimously (to include two current candidates for public office) to authorize me to pursue this request.

We are concerned that the community may have reached a new low in their confidence of our local election process because of recent and past events involving the Supervisor of Elections. We are hopeful that with assistance from your office it will ensure a proper general election and restore some confidence in our local electoral process. Additionally, it may help us correct any problems ahead of what may likely be an upcoming special election for Senator Thrasher's Senate seat.

If we need to do any further coordination to effectuate our request or should you have any questions please do hesitate to contact me at 386/313-4001.

Most Sincerely,


Craig M. Coffey
County Administrator

Cc: Board of County Commissioners
Ms. Maria Matthew, Elections Division Director
Mr. Gary Holland, Assistant Election Division Director
Canvassing Board Members

Charles Ericksen, Jr.
District 1

Frank Meeker
District 2

Barbara Revels
District 3

Nate McLaughlin
District 4

George Hanns
District 5

Appendix B - Official Observation Letter



FLORIDA DEPARTMENT OF STATE

RICK SCOTT
Governor

KEN DETZNER
Secretary of State

October 31, 2014

The Honorable Kimberle Weeks
Supervisor of Elections, Flagler County
P.O. Box 901
Bunnell, Florida 32110-0901

Via email as scanned attachment

Dear Supervisor Weeks:

By way of this letter, I hereby notify you that I have appointed Linda Hastings-Ard and Carlos Rey as my deputies to observe and examine the election processes, to include any vote tabulations, and the condition, custody, and operation of voting systems and equipment in Flagler County for the November 4, 2014 general election, to include early voting occurring on October 31 and November 1, 2014, as well as any canvassing board meetings.

In accordance with section 101.58 of the Florida Statutes, Ms. Hastings-Ard and Mr. Rey "shall have full access to all premises, records, equipment, and staff of the supervisor of elections." The law specifically provides that my appointed deputies "shall have access to all registration books and records as well as any other records or procedures relating to the voting process." § 101.58, Fla. Stat. A deputy "may supervise preparation of the voting equipment and procedures for election, and it shall be unlawful for any person to obstruct the deputy in the performance of his or her duty." *Id.*

Ms. Hastings-Ard will be arriving in Flagler County on October 31st and Mr. Rey will arrive on November 3rd to conduct these duties. As provided by law, they will file a report of their findings and observations with the Department of State and with the clerk of the circuit court for the Nineteenth Judicial Circuit.

If you have questions or concerns before that time, please feel free to call Maria Matthews, Director, Division of Elections, directly at (850) 245-6520.

Sincerely,

A handwritten signature in blue ink that reads "Ken Detzner".

Ken Detzner
Secretary of State



R.A. Gray Building • 500 South Bronough Street • Tallahassee, Florida 32399
850.245.6500 • 850.245.6125 (Fax) dos.state.fl.us
Promoting Florida's History and Culture VivaFlorida.org



Appendix C - November 3rd – 4th Canvassing Board Meeting Public Notices

FLAGLER COUNTY NOTICE OF ELECTION NOVEMBER 4, 2014 ★ GENERAL ELECTION

REGISTRATION BOOKS CLOSE ON OCTOBER 6, 2014

Persons who are not registered to vote or who wish to change their party affiliation must do so by October 6, 2014.

NEW VOTER REGISTRATION & CHANGES

You may register to vote, update your signature or change your voter registration information at the Elections Office or the Tax Collector's Office. Florida Voter Registration Applications may be picked up at drivers license offices and all public libraries, city halls and post offices. You may also download an application online from the Elections Office website: www.FlaglerElections.com

CANVASSING BOARD - GENERAL ELECTION

The Flagler County Canvassing Board will convene at the office of the Flagler County Supervisor of Elections, 1769 E. Moody Blvd., Bldg. 2, Ste. 101, Bunnell, Florida for the testing of ballot tabulating equipment and canvassing of ballots. In accordance with the Sunshine Law, these meetings will be open to the public.

Canvassing Board Schedule:		
October 17, 2014	9:00 A.M.	Testing Ballot Counting Equipment (L&A)
October 22, 2014	8:00 A.M.	Canvass Absentee Ballots
October 24, 2014	8:00 A.M.	Canvass Absentee Ballots
October 29, 2014	8:00 A.M.	Canvass Absentee Ballots
November 3, 2014	3:00 P.M.	Canvass Absentee Ballots
November 4, 2014	6:00 P.M. 7:00 P.M.	Canvass Absentee Ballots Unofficial Results
November 6, 2014	5:01 P.M.	Canvass Provisional Ballots, Unofficial Results
November 14, 2014	4:30 P.M.	Canvass Overseas Ballots, Official Results
November 19, 2014	10:00 A.M.	Manual Post Audit

MAIL (ABSENTEE) BALLOT INFORMATION

Any registered and qualified voter in Flagler County may vote by a mail ballot. You may request a mail ballot in person, by mail, online or by telephone. You must provide your name, address, date of birth, address to which ballot is to be mailed (and signature, if a written request). Mail ballot request deadline is **OCTOBER 29, 2014**.



Track the status of your absentee ballot online:
<http://registration.election.myflorida.com/CheckVoterStatus>

EARLY VOTING - GENERAL ELECTION

Any registered and qualified voter in Flagler County may vote early at one of the three early voting sites in the county according to this schedule:

Early Voting Dates & Times:

MONDAY **OCTOBER 20** - SATURDAY **NOVEMBER 1**

Each day **10:00 a.m. - 6:00 p.m.**
including weekend days.



Early Voting Locations:

- 1** **Flagler County Public Library**
At the corner of Belle Terre and Palm Coast Parkway
2500 Palm Coast Parkway N.W. in Palm Coast
- 2** **Palm Coast Community Center**
At the corner of Clubhouse Drive and Palm Coast Parkway
305 Palm Coast Parkway N.E. in Palm Coast
- 3** **Flagler County Supervisor of Elections**
In the Government Services Building
1769 E. Moody Blvd., Bldg. 2, Ste. 101 in Bunnell



KIMBERLE B. WEEKS

FLAGLER COUNTY SUPERVISOR OF ELECTIONS
1769 E. Moody Boulevard, Building 2, Suite 101 • PO Box 901 • Bunnell, FL 32110
Phone: (386) 313-4170 • Fax: (386) 313-4171
View Election Information Online: www.FlaglerElections.com



Appendix D - November 3rd – 4th Canvassing Board Meeting Agendas



Kimberle B. Weeks
Flagler County Supervisor of Elections

1769 E. Moody Blvd., Bldg. 2, Suite 101 * PO Box 901 * Bunnell, Florida 32110-0901
Phone (386) 313-4170 * Fax (386) 313-4171 * www.flaglerelections.com



FLAGLER COUNTY CANVASSING BOARD AGENDA

Open & Canvass of Absentee Ballots

2014 General Election
November 4, 2014

Meeting Date: November 3, 2014
Meeting Time: 3:00 p.m.

- I. Call to Order
- II. Pledge to the Flag
- III. Roll Call and Sign In
- IV. Verify Proof of Advertising
- V. Public comments and/or questions
- VI. New Business
- VII. Old Business
- VIII. Opening and processing of Absentee Ballots
- IX. Public comments and/or questions
- X. Opening and processing of absentee ballots
- XI. Adjournment



Kimberle B. Weeks
Flagler County Supervisor of Elections



1769 E. Moody Blvd., Bldg. 2, Suite 101 * PO Box 901 * Bunnell, Florida 32110-0901
Phone (386) 313-4170 * Fax (386) 313-4171 * www.flaglerelections.com

FLAGLER COUNTY CANVASSING BOARD AGENDA

Open & Canvass of Absentee Ballots

2014 General Election
November 4, 2014

Meeting Date: November 4, 2014
Meeting Time: 6:00 p.m.

- I. Call to Order
- II. Pledge to flag
- III. Proof of advertising, roll call and sign in
- IV. Opening and processing of Absentee Ballots
- V. New Business
- VI. Old Business
- VII. Public Questions & Comments
- VIII. Adjournment



Florida Department of State
KEN DETZNER
Secretary of State