Agenda

• Introduction
  ▫ Call to order
  ▫ Roll Call / declare a Quorum Present
  ▫ Declare Legal Notice was Posted
  ▫ Motion to Open Meeting

• Topics for Discussion
  I. Report and Discussion on the Vote Center Advisory Committee’s past actions and future goals
  II. Discussion of the Presiding and Alternate Presiding Judge Appointments and Evaluations
  III. Discussion of 2023 Special Constitutional Amendment and Joint Election
  IV. Review and Discussion of the Dallas County Elections Department’s Tactical Plan
  V. Preview and Discussion of the Communications and Voter Registration Plan
  VI. Discussion of the 2024 Primary Elections
  VII. Discussion of future meeting times and topics

• General Public Comments

• Motion to Adjourn

• Meeting Adjourn
## CEAC Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Appointed by</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Eric Cedillo</td>
<td>Chair</td>
<td>Judge Clay Jenkins</td>
</tr>
<tr>
<td>Elaine Tess Campbell</td>
<td>Vice Chair</td>
<td>Joint</td>
</tr>
<tr>
<td>Camila Correa Bourdeau</td>
<td>Secretary</td>
<td>Joint</td>
</tr>
<tr>
<td>Mildred Domenech</td>
<td>Member</td>
<td>Joint</td>
</tr>
<tr>
<td>Gwenda Joyce Lowe</td>
<td>Member</td>
<td>District 1</td>
</tr>
<tr>
<td>John Michael Yourse</td>
<td>Member</td>
<td>District 1</td>
</tr>
<tr>
<td>Tracy Yoo Clinton</td>
<td>Member</td>
<td>District 2</td>
</tr>
<tr>
<td>William David Griggs</td>
<td>Member</td>
<td>District 2</td>
</tr>
<tr>
<td>Alexis Dennard</td>
<td>Member</td>
<td>District 3</td>
</tr>
<tr>
<td>Levatta Levels</td>
<td>Member</td>
<td>District 3</td>
</tr>
<tr>
<td>Ana Coca</td>
<td>Member</td>
<td>District 4</td>
</tr>
<tr>
<td>Renato De Los Santos</td>
<td>Member</td>
<td>District 4</td>
</tr>
</tbody>
</table>
Report on Vote Center Advisory Committee Activities
Vote Center Advisory Committee (VCAC)

- **03/08/2023**: VCAC recommended utilizing 362 Vote Centers for low-turnout elections and agreed to reconvene later to discuss high-turnout elections
- **03/21/2023**: Commissioners Court voted to accept the VCAC recommendation for a low-turnout election model, but with modifications, increasing the total to 367
- **05/04/2023**: Commissioners Court further modified the low-turnout election model, resulting in a total of 369 vote centers
- **08/10/2023**: VCAC reconvened and approved three recommendations:
  - Increase the number of vote centers used in low-turnout elections from 369 to 374.
  - Increase the number of Early Voting Locations from 47 to 63 for low and high-turnout elections
  - Utilize 460 Election Day Vote Centers for high-turnout elections
- **09/05/2023**: Based on an opinion from the DA's office regarding SB 924, the Commissioners Court decided to use the High-Turnout Model for the 2023 Constitutional Amendment and Joint Election and modified the High-Turnout Model to include:
  - 64 Early Voting Locations
  - 464 Election Day Vote Centers
- **03/2025** – DCED to Revise Election Precinct lines opening the door to less vote centers
Discussion of Alternate Presiding Judge Appointment and Evaluations
Presiding Judge Appointments

- The Texas Election Code prescribes the methods used by the Commissioners Court to appoint election judges based on most recent Gubernatorial Election Results.

- Party Distribution for the 2023-2025 Term

<table>
<thead>
<tr>
<th>CC Dist.</th>
<th>Vote Centers (VC)</th>
<th>Dem Presiding VC</th>
<th>% Dem</th>
<th>Rep Presiding VC</th>
<th>% Rep</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>112</td>
<td>96</td>
<td>86%</td>
<td>16</td>
<td>14%</td>
</tr>
<tr>
<td>2</td>
<td>114</td>
<td>86</td>
<td>75%</td>
<td>28</td>
<td>25%</td>
</tr>
<tr>
<td>3</td>
<td>125</td>
<td>109</td>
<td>87%</td>
<td>16</td>
<td>13%</td>
</tr>
<tr>
<td>4</td>
<td>112</td>
<td>99</td>
<td>89%</td>
<td>13</td>
<td>11%</td>
</tr>
<tr>
<td>Total</td>
<td>463</td>
<td>390</td>
<td>84%</td>
<td>73</td>
<td>16%</td>
</tr>
</tbody>
</table>
To assist the political parties in choosing judges, DCED provided evaluations of past judge performance based on the following factors and weighting.

**Administration**
- Appointment Election Served – 4%
- Training Attendance – 4%
- E-Pollbook Electronic Timesheets – 11%
- Completion of Judge Letter Tasks – 5%
- E-Pollbook Opening Times – 8%
- Responsiveness to Elections Department

**Procedure**
- Notebook Checklists – 2%
- Wait Time Tickets – 11%
- Ballot & Seal Certificate – 5%
- Provisional Affidavit Accuracy – 11%
- Inspector Evaluations – Procedural – 5%
Judge Grading Rubric

- **Behavior**
  - Training Participation – 5%
  - Professional Communication – Interaction with Election Department Staff – 5%
  - Inspector Evaluation – Interaction – 5%
  - Complaints content driven/quality of complaint – 6%
Early Voting Officer & Election Judge Appointments

Early Voting Officer Appointments

- Presiding Election Officers
  - Dem – 63 appointed, 1 vacancy
  - Rep – 0 appointed
- Alternate Election Officers
  - Dem – 0 appointed, 0 vacancies
  - Rep – 63 appointed, 1 vacancy

Election Judge Appointments

- Presiding Judges
  - Dem – 363 appointed with an assigned vote center, 50 appointed with no assigned vote center, 37 vacancies
  - Rep – 74 appointed, with an assigned vote center, 1 appointed with no assigned vote center, 0 vacancies
- Alternate Judges
  - Dem – 43 appointed, 31 vacancies
  - Rep – 386 appointed, 3 vacancies
Early Voting Officer & Election Judge Assignments

For the Upcoming Special Constitutional Amendment & Joint Election

• Early Voting
  • Presiding Election Officers
    • 64 confirmed (98%), 1 not confirmed (2%)
  • Alternate Election Officers
    • 69 confirmed* (100%), 0 not confirmed (0%)

• Election Day
  • Presiding Judges
    • 213 confirmed (47%), 242 not confirmed (53%)
  • Alternate Judges
    • 128 confirmed (28%), 327 not confirmed (72%)

* - 4 workers will work split shifts
Discussion of the Upcoming Special Constitutional Amendment & Joint Election

November 7, 2023
Special Constitutional Amendment & Joint Election

Participating Jurisdictions

• State
  ▫ 14 Constitutional Amendments

• Cities
  ▫ City of Mesquite
  ▫ City of Rowlett

• ISDs
  ▫ Cedar Hill ISD
  ▫ Duncanville ISD
  ▫ Lancaster ISD

• Districts
  ▫ Denton County Levee Improvement District
### Constitutional Amendment & Joint Election

#### Voter Turnout / Planning Purpose Projections

<table>
<thead>
<tr>
<th>Voting Method</th>
<th>Nov '15</th>
<th>Nov '19</th>
<th>Nov '21</th>
<th>Nov '23 (projected)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Voter Turnout</td>
<td>% of Total</td>
<td>Voter Turnout</td>
<td>% of Total</td>
</tr>
<tr>
<td>Mail</td>
<td>3,954</td>
<td>3.6%</td>
<td>5,806</td>
<td>4.5%</td>
</tr>
<tr>
<td>EV</td>
<td>38,992</td>
<td>35.9%</td>
<td>33,125</td>
<td>25.7%</td>
</tr>
<tr>
<td>ED</td>
<td>65,695</td>
<td>60.5%</td>
<td>90,022</td>
<td>69.8%</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>108,641</td>
<td></td>
<td>128,953</td>
<td></td>
</tr>
<tr>
<td>Eligible Voters</td>
<td>1,199,726</td>
<td>9.06%</td>
<td>1,321,625</td>
<td>9.76%</td>
</tr>
</tbody>
</table>

* - Active Eligible Voters as of August 7, 2023
Constitutional Amendment & Joint Election

Vote Centers

• Increase in Early Voting Locations
  ▫ 65 Early Voting Locations
    • Addition of Cedar Hill High School per Jurisdiction request

• Decrease in Election Day Vote Centers
  ▫ 455 Election Day Vote Centers
### Election Staffing

<table>
<thead>
<tr>
<th></th>
<th>May ‘22</th>
<th>Nov ‘22</th>
<th>May ‘23</th>
<th>Nov ‘23</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Allocated</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poll Workers</td>
<td>1,845</td>
<td>3,161</td>
<td>1,577</td>
<td>2,192</td>
</tr>
<tr>
<td><strong>Available</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poll Workers</td>
<td>1,525</td>
<td>3,486</td>
<td>2,376</td>
<td></td>
</tr>
<tr>
<td><strong>Difference</strong></td>
<td>-320</td>
<td>+325</td>
<td>+799</td>
<td></td>
</tr>
</tbody>
</table>
Tactical Plan Update
DCED Planning

- County Objectives and Key Results (OKRs)
- DCED OKRs
- Tactical Planning
  - Completed, in progress, or pending changes to the election infrastructure
    - Highlighted items featured on following slides
- Plans to Run an Election
  - EDATE – Election Deadline, Assignment and Task Engine
    - Online tool used to manage more than 700 tasks required to run an election
    - Enables easy sorting and filtering by division, department, employee, date, status
## Tactical Plan Projects

<table>
<thead>
<tr>
<th>Team</th>
<th>Not Started</th>
<th>In Progress</th>
<th>Ongoing</th>
<th>Complete</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>6</td>
<td>4</td>
<td>-</td>
<td>18</td>
<td>28</td>
</tr>
<tr>
<td>Executive</td>
<td>7</td>
<td>7</td>
<td>-</td>
<td>15</td>
<td>29</td>
</tr>
<tr>
<td>HR &amp; Records</td>
<td>32</td>
<td>16</td>
<td>7</td>
<td>8</td>
<td>63</td>
</tr>
<tr>
<td>Operations</td>
<td>17</td>
<td>20</td>
<td>15</td>
<td>52</td>
<td>104</td>
</tr>
<tr>
<td>Technology</td>
<td>21</td>
<td>21</td>
<td>12</td>
<td>44</td>
<td>98</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>83</strong></td>
<td><strong>68</strong></td>
<td><strong>34</strong></td>
<td><strong>137</strong></td>
<td><strong>322</strong></td>
</tr>
</tbody>
</table>
Executive Team

DCED Intranet - DC-Elections - Home (sharepoint.com)
Executive Team

Use of Analytics to Project / Monitor / Modify

• 2023 Tactical Plan
  ▫ Continued refinement of projection models based on changing voter behavior
  ▫ Consulted with SMU statisticians and they recommended no changes

• 2024 Tactical Plan
  ▫ Refine current use and explore potential new uses of artificial intelligence to enhance department operations by Q4 (2024 OKR)
    • Collaborating with statisticians at SMU to use artificial intelligence to review and enhance the Election Department's projection models
Executive Team

Personnel

• 2023 Tactical Plan
  ▫ Improve employee relations / quality of life / hours
  ▫ FTE Status
    • 51 positions / No vacancies
    • 2 pending reclassifications
    • IT Partner Positions
      • 5 positions – one vacancy
        • Departure of Stanley Sufficool - Assistant Chief – Election Technology

• 2024 Tactical Plan
  ▫ Fill 2 reclassified positions
    • Logistics Coordinator
    • Central Count Coordinator
HR & Records Team

Human Resources Improvements

• 2023 Tactical Plan
  ▫ Develop comprehensive DCED Human Resource Management Program (2023 OKR 1.11)
  ▫ Create technical training coursework leveraging LinkedIn Learning. (2023 OKR 1.9)
  ▫ Enhancements to Election Security Plan (2023 OKR 3.15)
    • Update - County officials participated in Election Security Plan desktop exercise in June
  ▫ New onboarding process for Early Voting Workers

• 2024 Tactical Plan
  ▫ Fully implement the new Elections Department Human Resource Management Program (2024 OKR)
  ▫ Develop and implement a new Records Management Program that includes records related to PIAs, audits, litigation, and official election records (2024 OKR)
Payroll Improvements

• 2023 Tactical Plan
  ▫ Payroll Improvements
    • New electronic timeclock solution *(2023 OKR 7.15)*
    • Contracted with ADP for payroll processing
    • Result – increased convenience for workers and major decrease in time to receive pay from 3 to 4 weeks to 10 days

• 2024 Tactical Plan
  ▫ Expand new digitized payroll process to EV Poll Workers
  ▫ Develop new budget tracking systems, processes, and procedures *(2024 OKR)*
  ▫ Modify existing fiscal processes to align with Oracle Fusion *(2024 OKR)*
Communications Team

• 2023 Tactical Plan
  ▫ Create and implement a DCED Outreach Plan to increase community awareness and education *(2023 OKR 2.23)*
  ▫ Evaluation of Website Refresh Project
  ▫ Monitor Legislation

• 2024 Tactical Plan
  ▫ Completion of Website Redesign
    • Conversion to new platform scheduled for Q2
  ▫ Expansion of Alternate Language Coordinator position functions and processes
  ▫ Create comprehensive DCED Communications Plan for 2024 Elections *(2024 OKR)*
  ▫ Develop a new database system with amalgamated list of election contact information from State, County, and local governments by Q2 *(2024 OKR)*
Voter Registration Team

• 2023 Tactical Plan
  ▫ Incorporate the use of technology for file maintenance (2023 OKR 2.25)
  ▫ Organizational restructure to enhance collaboration and boost Voter Registration initiatives
  ▫ Development of an electronic program to manage Voluntary Deputy Registrars

• 2024 Tactical Plan
  ▫ Review and revise internal voter registration processes including file maintenance, correspondence, application tracking, and worker productivity tracking by Q3 (2024 OKR)
  ▫ Implement an innovative new Dallas County Elections Department Voter Registration Outreach Plan for 2024 Election Cycle (2024 OKR)
  ▫ Improved tracking and coordination of NVRA agency applications
Mail Ballot Team

- 2023 Tactical Plan
  - Hired vendor to print ballots
  - Pilot program for a new mail ballot distribution and tracking

- 2024 Tactical Plan
  - Develop and implement a new mail ballot distribution and tracking plan by Q2 (2024 OKR)
  - New Supervisor of Mail Ballot Team
Voting Sites Team

• 2023 Tactical Plan
  ▫ Develop and complete surveys of vote centers in Dallas County *(2023 OKR 2.26)*
  ▫ Phase II Software Development – Poll worker management software replacement
    • Implementation of SharePoint with Parties to aid in Poll Worker placements and assignments

• 2024 Tactical Plan
  ▫ New Manager
  ▫ Continued refinement of DCED Political Party collaboration
Training Team

- **2023 Tactical Plan**
  - Expand the scope of training responsibilities beyond poll workers to DCED staff and external stakeholders (*2023 OKR 1.12*)
  - Coordination of Phonebank Training
  - New E-Pollbook/Electronic timeclock training
    - Implementation of EV clocking-in process
  - More thorough analysis of Help Desk tickets / corresponding refinements of training and procedures

- **2024 Tactical Plan**
  - Further development and refinement of training material
    - Development of Technician Resources
    - Development of Infographics / Designs
Logistics Team

• 2023 Tactical Plan
  ▫ Finalized move out of Langdon Street Warehouse
  ▫ Finish the surplus of remaining obsolete equipment and supplies

• 2024 Tactical Plan
  ▫ Finalize the expansion into second warehouse at 1460 Round Table Drive
  ▫ Digitize inventory process
Central Count Team

• 2023 Tactical Plan
  ▫ First-time ballots programmed by DCED staff
  ▫ First use of the new “Daily Log” section of the Central Counting Station Operating Plan
  ▫ Begin ballot design preparations for March Primary

• 2024 Tactical Plan
  ▫ Establish training and ownership for ballot tabulation process
    • Limit vendor involvement
  ▫ Record alternate language audio in house
Election Hardware Team

• 2023 Tactical Plan
  ▫ Improve quality and promptness of technical services at voting locations by Q2 (2023-OKR 2.20)
    • Continued automation of Hardware Helpdesk dispatch
    • Improved real-time tracking of technician locations
  ▫ Development of Election Day Technician self-service deployment application

• 2024 Tactical Plan
  ▫ Develop and implement an Election Day Technician self-service deployment plan Q1 (2024-OKR)
GIS Team

• 2023 Tactical Plan
  ▫ Round 3 – Incorporating additional city boundaries / developing new sub-precincts
  ▫ Countywide precinct line proofing project (Comm Court)

• 2024 Tactical Plan
  ▫ Develop and implement an Election Day Technician self-service deployment application
Software & Tech Support Team

• 2023 Tactical Plan
  ▫ Development of Disaster Recover and Business Continuity Plans *(2023 OKR 2.22)*
  ▫ Complete DCED vulnerability assessment and risk remediations plans*(2023 OKR 3.14)*
  ▫ Continued development of additional collaborative tools utilizing SharePoint
  ▫ Replace the substandard inventory system with an internally developed system *(2023 OKR 7.16)*
  ▫ Create technical training coursework leveraging LinkedIn Learning
  ▫ Develop customized training for internally developed software systems

• 2024 Tactical Plan
  ▫ Fully convert all internal operation processes to a Microsoft 365-based infrastructure by Q1 *(2024 OKR)*
  ▫ Reorganization of department network
Preview and Discussion of the Communications and Voter Registration Plan
Voter Registration Plan

- New technically driven Voluntary Deputy Registrar (VDR) Program
- Social Media Outreach Program
- Voter Registration Mail Program
  - New Residents
  - Unregistered households
Discussion of the 2024 Primary Elections
2024 Primary Election

- Joint Primary Election
  - Successfully utilized in 2022
  - Major advantages for political parties and the public
- Separate Primary Election
  - Used prior to 2022
- Separate Primary Election with Hand-Count
  - Challenges
    - Significant increase in locations
    - Significant increase in needed poll workers
  - Republican Party Executive Committee to decide on Oct. 23
Summary
Future Meeting Times & Topics

<table>
<thead>
<tr>
<th>Type</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEAC Meeting</td>
<td>*Thursday, January 25, 2024</td>
</tr>
<tr>
<td>Primary Election</td>
<td>Tuesday, March 5, 2024 - Primary Election</td>
</tr>
<tr>
<td>CEAC Meeting</td>
<td>*Thursday, April 18, 2024</td>
</tr>
<tr>
<td>Joint Election</td>
<td>Saturday, May 4, 2024 – Joint Election Date (Limited)</td>
</tr>
<tr>
<td>Primary Runoff Election</td>
<td>Tuesday, May 28, 2024 – Primary Runoff Election</td>
</tr>
<tr>
<td>CEAC Meeting</td>
<td>*Thursday, June 11, 2024</td>
</tr>
<tr>
<td>Uniform Election Date</td>
<td>Tuesday, November 5, 2024 - Uniform Election Date</td>
</tr>
</tbody>
</table>

- What other information would CEAC like to see?
- What actions, if any, would CEAC like to take?
- CEAC recommendation for future meetings?