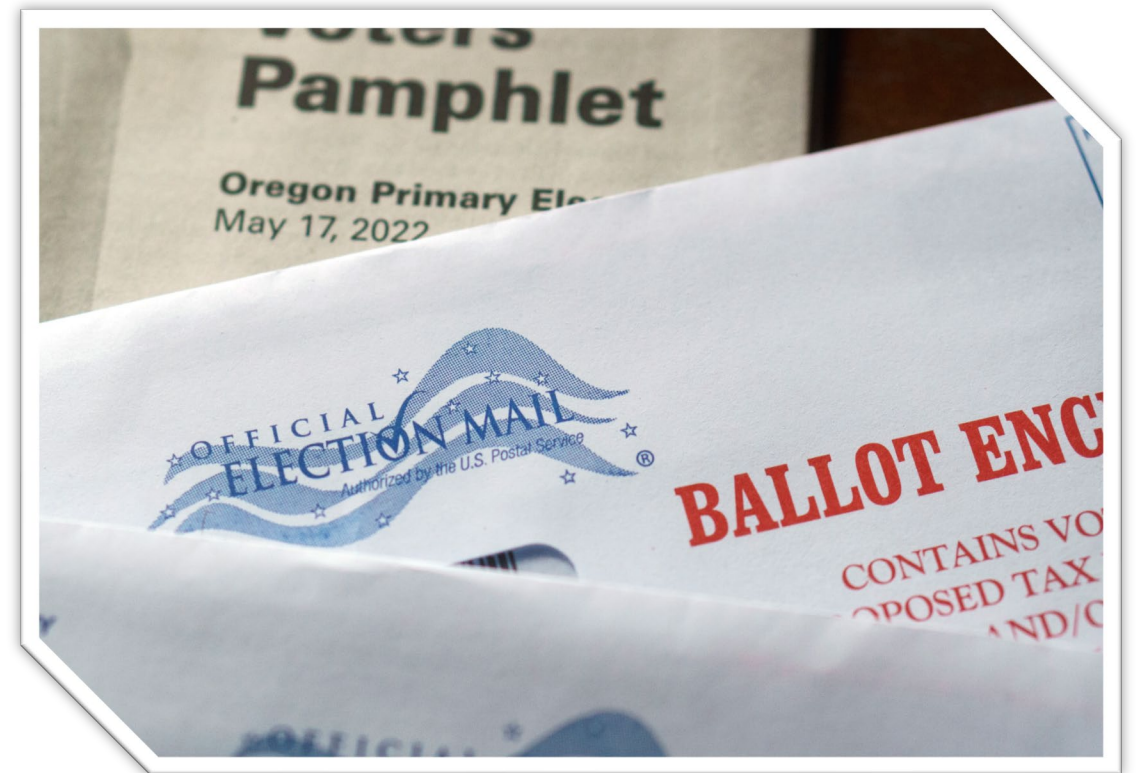


ELECTIONS

Voting In Columbia County

Columbia County
Election Department



February 2024

Reference material

Election Law summary

ORS 246-250, 253-258

Vote By Mail manual OAR 165-007-0030

Oregon Motor Voter Registration Manual OAR 165-005-0170

Initiative and referendum manual OAR 165-014-0005

Vote by Mail History timeline

- **1981.** Oregon Legislature approves a test of vote-by-mail (VBM) for local elections.
- **1987.** VBM made permanent; majority of counties use it for local/special elections.
- **June 1993.** First special statewide election by mail; 39% voter turnout.
- **June 1998.** Supporters of expanding VBM to primary and general elections use the initiative process to put the issue on the November general election ballot.
- **Nov. 3, 1998.** Voters decide to expand VBM to primary and general elections, by a vote of 757,204 to 334,021.
- **May 2000.** Presidential primary election VBM; 51% turnout.
- **November 2000.** First VBM presidential general election; 79% turnout.

Uniformity of Oregon election laws

- 246.110 Secretary State is chief elections officer.
- 246.120 SoS will issue Directives
- 246.150 SoS will issue rules (manuals)
- Directive 2022-4 Vote tally System approved under Oregon law
- 246.820 Comply with interpretation, rule directive or instruction.



OFFICE OF THE SECRETARY OF STATE

ELECTIONS DIVISION

Directive of the Secretary of State	Subject: Tally of Ballots	Directive Issued at the Request of: Secretary of State	Date: 9/2/2022	Number: 2022-4
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The Secretary of State in carrying out the duties of the office shall issue detailed directives necessary to maintain uniformity in the application, operation and interpretation of Oregon election laws. (ORS 246.110 & 120). The information provided here is an official directive of the Secretary of State.

This directive has been issued in order to provide information related to the conduct of elections under existing best practices. As with all directives, the Secretary of State seeks to use this directive in a manner that supports the work of County Clerks and election administrators.

To ensure the uniform and accurate tally of all valid ballots cast, election officials in a jurisdiction where, on the 45th day before an election, the number of active registered voters eligible to vote in the election exceeds 500, must count all valid ballots cast in the election using a voting machine or vote tally system, that is approved for use under Oregon law.

If, on the 45th day before an election, the number of active registered voters eligible to vote in the election is 500 or less, the county clerk may perform a hand count of all valid ballots cast in the election.

Nothing in this directive impairs the ability of a county clerk to determine whether to conduct a post-election hand count or a risk limiting audit, for comparison with the results of a vote tally system, as described in ORS 254.529 and 254.532.

Shemia Fagan
Secretary of State

A handwritten signature in black ink, appearing to read 'Deborah Scroggin'.

By: Deborah Scroggin
Director

Full Texts

246.110 Secretary of State as chief elections officer. The Secretary of State is the chief elections officer of this state, and it is the secretary's responsibility to obtain and maintain uniformity in the application, operation and interpretation of the election laws.

246.120 Directives, instructions, and assistance to county clerks. In carrying out the responsibility under ORS 246.110, the Secretary of State shall prepare and distribute to each county clerk detailed and comprehensive written directives, and shall assist, advise, and instruct each county clerk, on registration of electors and election procedures which are under the direction and control of the county clerk. The directives and instructions shall include relevant sample forms of ballots, documents, records and other materials and supplies required by the election laws. A county clerk affected thereby shall comply with the directives or instructions.

246.150 Rules. The Secretary of State may adopt rules the secretary considers necessary to facilitate and assist in achieving and maintaining a maximum degree of correctness, impartiality, and efficiency in administration of the election laws.

Directive 2022-4

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246.820 Order to compel county clerk, city elections officer or elections official to comply with interpretation, rule, directive, or instruction.

(1) Whenever it appears to the Secretary of State that a county clerk, city elections officer or a local elections official has failed to comply with an interpretation of any election law made by the Secretary of State under ORS 246.110 or has failed to comply with a rule, directive or instruction made by the Secretary of State under ORS 246.120, 246.140 or 246.150, the Secretary of State may apply to the appropriate circuit court for an order to compel the county clerk, city elections officer or local elections official to comply.

Registration

Centralized Voter Registration.

The county is the caretaker of those files who have declared residence in Columbia. Until pulled by another county because of change of residence.

Methods for a person to register/update registration.

- Complete registration, deliver to clerk's office
- Online, Oregonvotes.gov. (Must have ODL)
- DMV Activity (Oregon motor voter)

A voter ID is assigned at registration. It is a unique number to the individual. No matter what county in which that person is registered. The VID does not change.

Registration- Motor Voter

OMV-Oregon Motor Voter

- National Voter Registration Act 1993
 - requiring state governments to offer simplified voter registration processes for any eligible person who applies for or renews a driver's license, among other things.
 - 2016 Oregon Motor Voter Act House Bill 2177
 - OAR 165-005-0170
 - ORS 247.017
- 21 Day process from the day an eligible potential voter interacts with the DMV. Has an opt-out and party registration feature.

Registration

Checks/updates to Voter Registration. These are mostly either daily, monthly, or weekly functions.

- Voter input
- DMV input (CoA, Motor voter)
- Occupant input
- NCOA- national change of address
- ERIC- Electronic Registration Information Center
- Death lists Oregon counties
- OHA death lists
- Tax Mortality lists
- Obituaries local papers
- Non-Delivered Correspondence
- Non-Delivered Ballots
- Cancellation confirmations Out of state.
- Failure to remedy signature challenge.
- Voter Notification Card.
- Voter Confirmation Card

Voter Notification Card

- Sent after any substantive change to a voter's registration- Name, Address, Mailing Address, Party Affiliation, etc.
- Return Service Requested- Identical to ballot

Columbia County Elections
230 Strand St.
St Helens OR 97051

Return Service Requested

See Reverse Side for Important Information

OFFICIAL ELECTION MAIL
Authorized by the U.S. Postal Service

NON-PR
US PI
P
PORTI
PERM

971 FE 3529 0002/13/24
ZACSK-

voter number
10 [REDACTED]

political party
IND

voting districts **precinct**

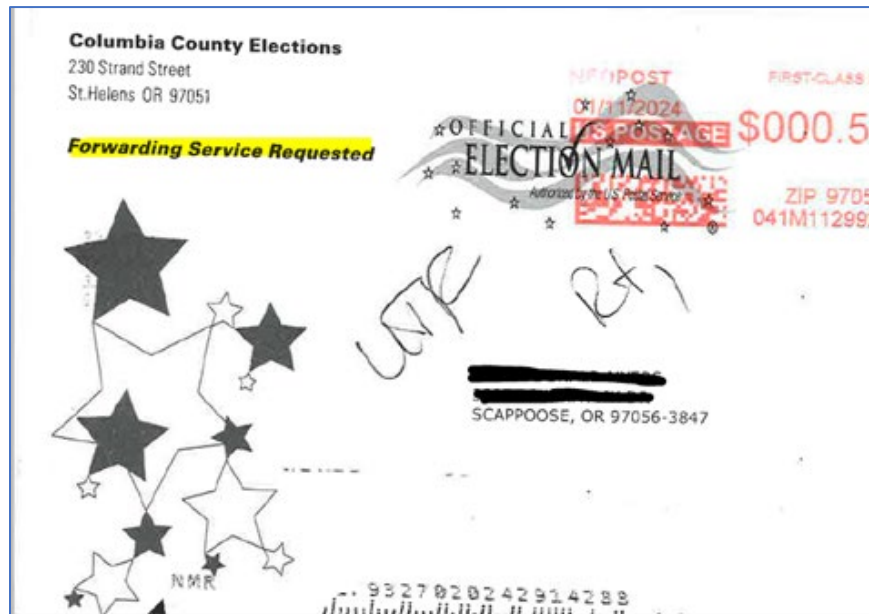
CONGRESS	1st Cong	24
REP	SR31	
SENATE	SS16	
PREC	24	

SAINT HELENS OR 97051-2875

NOT at 4
adi

Voter Confirmation Card

- Forwarding Service Requested- Follows individual if possible.
- Messaging. You are inactivated.



Dear Elector,

Your voting status has been inactivated because we have received information that your residence and/or mailing address has changed, or because the signature on your ballot did not match your voter registration signature.

Until you provide current registration information you are not entitled to vote, sign petitions or participate in the electoral process.

Please complete and sign the attached card and return it promptly.

Please call **Columbia County Elections** at **(503) 397-7214** or **(888) 397-7210** if you have any questions.

here

here

Voter Confirmation Card- reply

██████████ 145
██████████
██████████ 5 1ST ST
SAINT HELENS, OR 97051-2042

██████████ 1ST ST ██████████
SAINT HELENS, OR 97051-2042

Name: Same	Date of Birth: Same	
Residence Address: ██	City: Longview, WA	Zip Code: 9863
Mailing Address (if different from Residence Address):	City:	Zip Code:
Absentee Address (if applicable):	City:	Zip Code:

I am no longer an Oregon resident and have no intent to return.

██
Signature

1-30-24
Date

- This person has confirmed moved out of state.

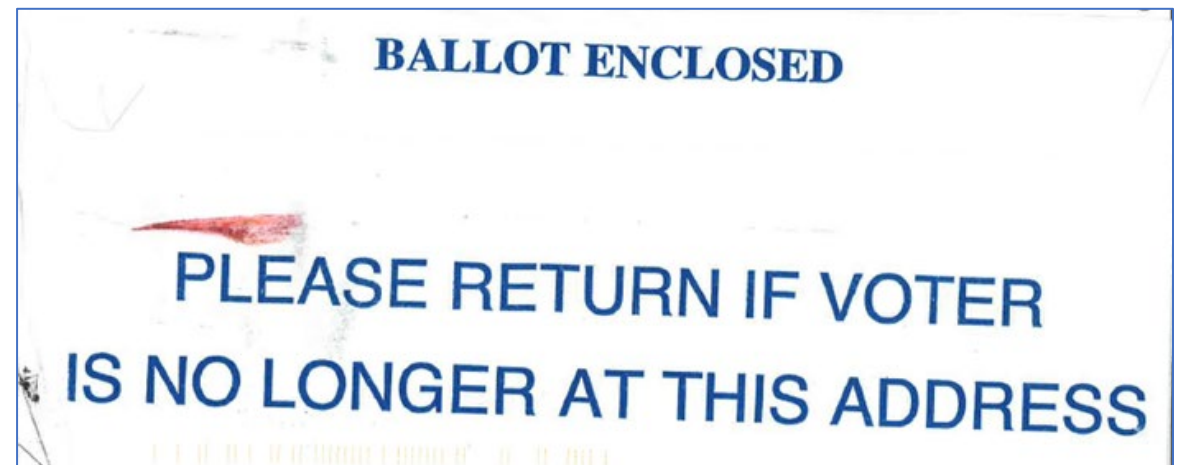
Elections- Ballots outbound

- The ballot is styled to the voter's residence and contains contents specific to the districts that that voter is an elector of.
- Ballot ID is assigned to a voter ID. This is a unique number assigned only to this voter and election.
- Mailed to the voters mailing address, using Return Service
- Ballots are not forwarded and will not be held at a post office. If it cannot be delivered, it is returned. This will inactivate a voter's registration.

Elections- Ballots outbound



Ballot ID highlighted. This ballot was returned nondelivered (~2%) with forwarding information to a location out of county. This information would be updated later by the that county pulling the voter to that county.



Election- Ballot return

Voters return ballots by one of 2 methods.

- Return by mail.
- Must be postmarked by Election day.

Drop Box.

- Six locations in the county.
- As of May, all will have a 24 hour drop box.
- All have camera surveillance, and capabilities will improve over time.
- Ballots are collected periodically dependent on election size and activity.
- Drop collection is coordinated centrally, trips are assigned to specific individuals and the key to a box is issued only as needed and collected promptly.

Election- Ballot Induction

- Custodial Control
- Ballots are scanned as received upon arrival.
- Using scans and codes, the location of a ballot envelope is known to the bin it is in.
- A ballot ID is unique to individuals and only one ID per person can be active. Thus,
 - Two ballots from one individual cannot be accepted and counted. Statewide.
 - Wrong election cannot be accepted.
 - Inactive/Cancelled voters cannot vote.
- Scanning the ballot brings up voter registration and signature to be verified and access to household signatures.
- At this stage, the ballot is “accepted” meaning it is on the path to be counted or it is “Unaccepted” meaning it is set to the side and removed from the process, will not be counted unless its particular issue is resolved (if possible).

Election- Control card

INDUCTION
Bin Number

8

DATE 11/1/2023

NAME DAC, Pccm

OCVR#s 24/25/26/27/28/

SOURCE (circle applicable)

MAIL	MIST FIRE	<input checked="" type="checkbox"/>
COURTHOUSE DROP	<input checked="" type="checkbox"/>	OFFICE OR LOBBY
<input checked="" type="checkbox"/>	SCAPPOOSE CITY HALL	Other:

100/78/50/17/151
SIGNATURE VERIFIED (Accepted) TOTAL
396

PROCESSING BOARD
DATE: 11-6-23
INITIALS SB ms db CN
COUNT: **396** ☺

REJECT COUNT:
(INSTANCES of no ballot or more than one ballot in envelope)

TABULATOR
COUNT **396**
KICK BACKS
φ
MACHINE BATCH ID **A0019**

Election- Ballot Induction

Some reasons ballots are unaccepted.

- Signature called into question.(SNM, WPSH)
- Attestation was not signed
- Ballot is no longer active due to voter registration activity.
- Voter is no longer active.

Sample Ballot control.

Voter Ballots [X] [Help](#)

Election Name:

Ballots

Ballot ID	Active	Status	Seq	Address	Party	Pre/Style	Type/Stage	Sent/Rec'd	Batch	Identifier
186145779	No		1	[REDACTED] RAINIER OR 97048 No Mailing Address	NP	15 15-1	Original Undeliverable	10/19/2022 10/25/2022	5	INctyFWD
187220220	Yes	Accepted	2	[REDACTED] CLATSKANIE OR 9 No Mailing Address	NP	05 05-1	Reissued Validated	10/28/2022 11/07/2022	62	Mail 11-7

Other County Ballots

County	Election	Ballot ID	Active	Status	Seq	Address
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Samples of remediation.

- Unsigned ballot

Notice of Unsigned Ballot Envelope

! The signature on your ballot return identification envelope was missing.
For your ballot to be counted:
→ sign your name in the space provided; and
→ this form must be received **no later than 5 pm on:**

How to return your certified Voter's Statement

To return your certified Voter's Statement you may:

Scan and Email elections@co.columbia.or.us
Fax 503-397-7266
Mail / Deliver 230 Strand Street
St Helens, Oregon 97051
Hours 9:00AM – 5:00PM Monday – Friday
7:00AM – 8:00PM ELECTION DAY ONLY
Contact Us 503-397-7214

Voter Information

Verify your voter information. Update:
Name [REDACTED]
Address Residential [REDACTED]
Address Mailing [REDACTED]
Ballot ID 343375643 Precinct 19

Voter's Statement

By Signing I certify that I:
→ Am a United States Citizen;
→ Am the person to whom the ballot was issued;
→ Am legally qualified to vote the ballot I returned;
→ Have only voted on this election.


[REDACTED SIGNATURE] 11/13/23
Signature of Voter Date

FILED - COLUMBIA CO. OR
NOV 2023 18:25

Samples of remediation.

Signature does not match.

COLUMBIA COUNTY
County Clerk



ST. HELENS, OR 97051
230 Strand St.
Direct (503) 397-3796
columbiacountyor.gov

[REDACTED]
SAINT HELENS OR 97051

November 3, 2022

Dear [REDACTED]

Your ballot was received for the November 8 Oregon General Election. However, your ballot has been challenged because the signature on the ballot envelope does not match the signature on file in your voter registration record. We will not be able to count your ballot unless you take action.

I have enclosed a registration card for you to complete and update your signature. If you sign in more than one way, please include the additional way(s) you sign inside the box on the registration card.

The **DEADLINE** to resolve this issue is **5:00 p.m. on November 29th, 2022**. All information regarding this challenge becomes public record as of the 8th day after the election unless resolved.

If a new voter registration card is not returned by the deadline, your registration will be moved to **inactive** status. This means you will not receive a ballot for future elections, or be qualified to sign petitions until you submit an updated registration card.

Please contact Columbia County Elections at 503-397-7214 if you have any questions concerning your voting rights or the above instructions.

Donald Clack
Columbia County Elections

Enclosures

Service ~ Engagement ~ Connection ~ Innovation

051722-1

[REDACTED]
Precinct [REDACTED]
Ballot [REDACTED]
Signatures do not match

Signature Return Envelope

I understand that making a false statement in this declaration is felony punishable by up to five years' imprisonment and a fine of \$125,000 and civil offense punishable by penalties of up to \$10,000.

[REDACTED]
SIGNATURE OF VOTER

Voter Registration

[REDACTED]
here
signature [REDACTED]
If you do not sign this card, you may be fined up to \$125,000 and/or jailed for...

Opening and Inspection Process

Open and Inspection Board

- Optimally 4 People
- Party affiliation mix
- Procedures in place to ensure voter privacy and every accepted vote is counted.

Board Duties

- opens returned Accepted envelopes,
- remove ballots from envelopes.
- makes ballots ready to be tabulated.
- Ensure voters intent is conveyed.

OPENING and INSPECTION PROCESS

Key points

- One phase at a time
- Everyone works on the same thing in the same manner.

THE STEPS

REMOVE A BATCH FROM VAULT (Team leader Coordinate)

- At least 2 people
- One Prepared Bin with control card attached
- Corresponding manilla envelope with appropriate dup log and stickers

OPEN BALLOTS (letter opener)

- **TEAM LEADERS:** organize at your discretion
- distribute 3 or 4 even stacks

SEPARATE- PHASE 1 (remove contents from signature envelopes)

- Face down
- One at a time
- Remove signature envelopes from table.
 - Check eye holes.
 - Bundle, band and use index card to mark batch number

SEPARATE- PHASE 2 (remove ballots from secrecy envelopes)

- Stack in 25's (Jenga-style)
- **TEAM LEADERS:** collect count from each member. log total on control card.
 - (TL: if necessary, count twice and go)
- Zip-tie and remove securities from table.

FLATTEN

- CREASE, CREASE, flatten, stack.
- Do not inspect at this phase

INSPECT

- Check circles: column, column, column, edge flip
- Check for: invalid marks, tears, voter intent

REMEDiate

- ENHANCE or DUPLICATE
- Must be with partner
- **TEAM LEADERS:** issue Dup labels, mark usage on manila envelope.
- Originals with red stickers in Manila envelope. Green circles go forward

RETURN TO VAULT

- TL Affix control card to ballot carrier
- Return manila envelope seal and carrier

Tabulating Ballots

Votes are counted using an optical scan tabulator.

- Tabulator-reads a paper ballot, creates a digital image and sums the votes made by the voters.
- Voting Machine- or Direct Recording Electronic (DRE) Machine. A machine a voter votes with, votes are forwarded to be tabulated elsewhere. These would probably be seen at polling places. This machine may or may not produce a paper ballot during the process reflecting the individual's intent. Oregon does not use "voting machines".
- Tabulators, and the vote systems that they are part of, are certified by the Oregon Secretary of State's Elections Division.
- U.S. Election Assistance Commission (EAC)
 - The EAC is the federal entity that certifies voting systems. All voting systems in active use in Oregon have undergone testing under EAC standards.

Tabulating and results

- Ballots can be processed through the tabulator no sooner than the completion of the public certification test 7 days prior than election day. In practice, ballots will be run one day Thursday or Friday, then Monday and Tuesday.
- Results access is locked until shortly before 8pm election night.
- At 8pm, results are taken from the election management system and uploaded to the SoS website and county website. Typically for Primary/General elections, there is news media on site that is handed a paper copy of the 8pm results that they will report. Results will update through election night then periodically through post-election period until results are certified.
- Tabulator and the election results manager are air gapped. There are no modems, and these two units are not connected to the internet. Results need to be pulled using removable media.

Accuracy Checks

Accuracy Checks

Each election, there are 3 logic and accuracy tests of the tabulator. A predetermined test deck is run, and accuracy matched versus the key.

- Upon programming the tabulator for the current election
- Public certification. (Usually the Tuesday before election. 10:30 am)
- Post Election certification

Post Election, the tabulated count is reconciled versus the accepted count.

Post Certification- post-election Hand count.

- ORS 254.529 requires County Elections Officials, after each primary, general and special election
- Random contests and Sample

Election Costs

- A typical countywide election costs Columbia County between \$1-1.60 per registered voter.
- \$1.29 avg for those shown

	5/15/2018	11/6/2018	5/21/2019	5/19/2020	11/3/2020	5/18/2021	5/17/2022	11/8/2022	5/16/2023
SUMMARY	Primary	General	District	Primary	General	District	Primary	General	District
ELIGIBLE VOTERS (get from OCVR)	36681	37537	38059	39180	40184	40252	41016	41660	41607
BALLOTS CAST (Received as of 2020 also OCVR)	12426	25328	9731	19517	32717	10274	13830	27771	13914
TURNOUT	33.9%	67.5%	25.6%	49.8%	81.4%	25.5%	33.7%	66.7%	33.4%
1 TOTAL COST ELECTION	\$42,955.16	\$53,468.57	\$39,214.66	\$49,193.54	\$66,858.27	\$40,257.82	\$58,516.30	\$60,925.86	\$50,144.29
6 \$/registered voter (SEL 237)	\$ 1.17	\$ 1.42	\$ 1.03	\$ 1.26	\$ 1.66	\$ 1.00	\$ 1.43	\$ 1.46	\$ 1.21
7 \$/ballot cast (SEL 237)	\$ 3.46	\$ 2.11	\$ 4.03	\$ 2.52	\$ 2.04	\$ 3.92	\$ 4.23	\$ 2.19	\$ 3.60

Cost to do hand counting?

- Unknown due to many factors
 - How many questions on ballot
 - Turnout
 - Space
 - Timeliness

Exercise 1

- 114.5k accepted potentially all to be reworked.
Extra ballots + Labor
- Although not the same thing, every ballot and question needed some work
- \$600000 cost. Estimate replacement ballots:
200000 @ \$.40= \$50000
- $550000/114484 = 4.8$ dollars / ballot processed
- Using 2020 as an example
 - 32717 cast
 - \$2.04/cast vote \$ 66858
 - \$6.84/cast vote \$223920 (a ridiculous number)

Exercise 2

- Team of 2.
- 30 ballot an hour, 15 ballot/labor hour
 - Generous.
 - 2 seconds a question
 - Accuracy checks
 - Supporting infrastructure
- ~2200 labor hours
- \$110000+ Cost

This type of change would need to be addressed at a state level.

- Legislature
- State Initiative and Referendum Manual

