



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**August 31, 2004**

**Motion 11987**

**Proposed No.** 2004-0368.2

**Sponsors** Patterson

1           A MOTION adopting a work plan to implement  
2           recommendations of the King County citizens' election  
3           oversight committee.

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          WHEREAS, public trust and confidence in our electoral process is of paramount  
7 importance, and

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          WHEREAS, the administration of elections is recognized as a core function of  
9 county government, and

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          WHEREAS, in the aftermath of the historically close presidential election in  
11 2000, national concern for the integrity of elections increased significantly, and

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          WHEREAS, delays in the mailing of absentee ballots in the 2002 reneral election  
13 and similar issues in special elections held in 2003 caused further public concern in King  
14 County, and

15

          WHEREAS, these events undermined public confidence in the electoral process,  
16 and

17           WHEREAS, the King County executive and the metropolitan King County  
18 council asked the office of the Secretary of State to review King County election  
19 procedures and report findings regarding election problems and made recommendations  
20 for improvements, and

21           WHEREAS, the metropolitan King County council hired an independent  
22 consultant to critique the county's election procedures and make recommendations for  
23 improvements, and

24           WHEREAS, the Metropolitan King County Council passed Ordinance 14711  
25 creating the King County citizens' elections oversight committee with the charge to  
26 examine county elections practices and procedures and to make recommendations for  
27 improvements, and

28           WHEREAS, the executive has appointed and the council has confirmed a new  
29 manager of records, elections and licensing services and a new superintendent of  
30 elections, and

31           WHEREAS, the manager and the superintendent have worked diligently to  
32 implement the majority of recommendations made by the office of the Secretary of State,  
33 the council's consultant and the citizens' elections oversight committee, and

34           WHEREAS, there remain recommendations that require further study, require  
35 changes in state law, require new funding or require more time for implementation;

36           NOW, THEREFORE, BE IT MOVED by the Council of King County:

37           A. The Elections Work Plan, Attachment A to this motion, is hereby adopted;

38           B. The manager of records, elections and licensing services shall file quarterly  
39 reports with the clerk of the council for distribution to the chair of the labor, operations

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40 and technology committee, or its successor, and the chair of the council, on progress in  
41 completing the Elections Work Plan. The reports are due thirty days following March 31,  
42 June 30, September 30 and December 31 of each year until December 31, 2005.

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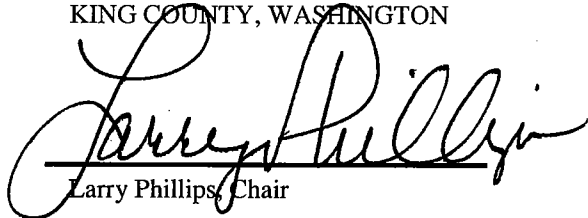
Motion 11987 was introduced on 7/26/2004 and passed by the Metropolitan King County Council on 8/30/2004, by the following vote:

Yes: 12 - Mr. Phillips, Ms. Edmonds, Mr. von Reichbauer, Mr. Pelz, Mr. McKenna, Mr. Ferguson, Mr. Hammond, Mr. Gossett, Ms. Hague, Mr. Irons, Ms. Patterson and Mr. Constantine

No: 0

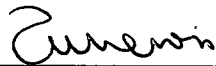
Excused: 1 - Ms. Lambert

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON



Larry Phillips, Chair

ATTEST:



Anne Noris, Clerk of the Council

**Attachments**      A. Elections Work Plan, July 22, 2004

## ATTACHMENT A July 22, 2004

## Work Plan Elements

Work Plan Elements	Target Completion Dates (quarters)											
	2004			2005			2006					
	3	4	1	2	3	4	1	2	3	4		
<b>Leadership, Management, Organizational Structure</b>												
1. Formalize crisis communications plan		X										
2. Assess staff training needs, establish training matrix			X									
3. Update procedure documentation			X	X	X	X						
4. Establish performance benchmarking for voter registration & absentee ballot processing												
5. Involve elections office in best management practices at regional, state & national level	O	O	O	O	O	O	O	O	O	O	O	O
6. Develop and adopt a Mission statement, Goals and Objectives	X											
7. Develop performance measures emphasizing core business outcomes, efficiency, benchmarks and reporting to the public	X											
8. For the new Election Management Voter Registration System:												
• Monitor each milestone contained in the vendor contract	X	X										
• Identify performance measures and establish performance benchmarks for each functional area of the system		X	X									
• Identify baseline information for each performance measure from the previous year	X											
• Develop and implement a plan to maximize available features of the system and that demonstrate measurable improvements in efficiency and streamlining of the business model			X									
<b>Public Confidence, Voter Outreach and Public Education</b>												
1. Demonstrate capacity to conduct elections entirely by mail						X						
2. Expand use and development of the local Voters' Pamphlet		X										
3. Examine options for expanding public testing and auditing		X	X									
4. Enhance and expand web-based information and services	O	O	O	O	O	O	O	O	O	O	O	O
5. Maintain active involvement in community outreach and voter registration	O	O	O	O	O	O	O	O	O	O	O	O
<b>Facilities/Infrastructure and Security</b>												
1. Implement revised Information Technology support model			X									
2. Consolidate Election Distribution Center and Mail Ballot Operations Satellite facilities											X	
3. Update and formalize emergency preparedness procedures			X									
4. Implement the federal Help America Vote Act disability requirements										X		
5. Adopt and formalize security plans and protocols		X	X	O	O	O	O	O	O	O	O	O
6. Conduct an assessment and analysis on the impacts of reducing the number of precincts and polling places						X						

X indicates the target year and quarter completion date. O indicates an ongoing or continuous activity.