

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES

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Program ID/Title: AGS 879/Office of Elections

Contact Person/Phone: Jasmine Ko/453-8683

I. Goal

To provide secure, accessible, and convenient election services to all citizens statewide.

II. Objectives and Policies

To maximize voter participation in the electoral process by developing policies and procedures that encourages registration and turnout.

A. Direct and coordinate election services statewide and assist counties with county elections.

1. Provide election services statewide.
2. Prepare, procure, and control inventory of election ballots for state and concurrently conducted county elections statewide.
3. Provide secure, accessible, and convenient voting services to all eligible voters statewide.
4. Process, tabulate, and distribute election results statewide.
5. Provide computer support services (hardware and software applications) for elections (state and county) and related agencies.
6. Provide logistical and warehousing support for elections (state and county) and related agencies.

B. Provide voter registration services to qualified citizens.

1. Maximize voter registration statewide.
2. Equalize voter registration between districts statewide.

The Office of Elections coordinates its activities to maximize and equalize voter registration in close participation with the Offices of the City/County Clerks.

- C. Provide public education with respect to voter registration and information.

Election information must be made more available to the public. We foresee continued utilization of the Internet and print and electronic media to provide voter education and candidate information.

- D. Maintain data relating to registered voters, elections, apportionment, and districting.

We strive to increase accessibility of information by making statistical data readily available to the general public. We will continue to post election reports, results, and other pertinent information on our office Internet website.

- E. Serve as secretary and furnish all necessary technical services to the Reapportionment Commission.

The Reapportionment Commission convened in 2011. The Office of Elections is responsible for providing administrative and technical support to the Reapportionment Commission. The office has worked with the Department of Census Bureau to ensure records are maintained and updated for the reapportionment.

- F. Provide staff support to the Elections Commission

The Office of Elections shall provide staff support to the Elections Commission as requested. The duties of the Elections Commission are to hold public hearings, investigate and hold hearings for receiving evidence of any violations and complaints, adopt rules pursuant to chapter 91, employ a full-time chief election officer, and advise the chief election officer relating to elections.

- G. Provide staff support to the Board of Registration

We shall continue to provide staff support to the Board of Registration. The purpose of the Board is to hear and decide appeals that arise from a voter challenge or from an appeal of a clerk's decision regarding voter registration.

H. Conduct elections in compliance with all federal and state laws.

This includes, but not limited to, the Help America Vote Act (HAVA), Voting Right's Act (VRA), National Voter Registration Act (NVRA), Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), Voting Accessibility for the Elderly and Handicapped Act, and American with Disabilities Act (ADA).

III. Action Plan with Timetable

A. Past Year Accomplishments (FY2019)

1. Conducted the 2018 Elections. The 2018 Primary Election was held on Saturday, August 11 and the General Election was held on Tuesday, November 6. Our operations include printing and counting of ballots; recruiting, training, and paying election day officials; providing voter education and a media campaign to promote elections; and providing assistance and support of the statewide voter registration system, for both elections. The 2018 Elections was also the first election that allowed late registration at polling places for voters who missed the voter registration deadline.
2. Reviewed procedures. Following each election, the Office of Elections conducts debriefs with the election day officials, Offices of the City/County Clerks, and vendors to review, evaluate, and update procedures.
3. Provided report regarding County of Kauai elections by mail pilot project. In 2018, Act 182 implemented an election by mail pilot program for the County of Kauai. This Act also required a report to the Legislature regarding plans for implementation and expenditures. Since that time, Act 136 SLH 2019 has been enacted implementing elections by mail statewide beginning with the 2020 Primary Election.

B. One-Year (FY2020)

1. Voter Education. The Office of Elections is implementing a voter education and awareness campaign for the transition to elections by mail and promoting the 2020 Elections. This included a notification card sent in July 2019 as well as a signature capture card to be mailed in early 2020 and a notice of voter registration (yellow card) to be sent in the spring of 2020.

2. Implementing Act 136 2019. We are working with the Offices of the City/County Clerk to plan and prepare for the transitions to elections by mail including rafting Hawaii Administrative rules and coordinate ballot mailing statewide.
3. Procure supplies and equipment. The Office of Elections will be procuring supplies and equipment for the 2020 Election to implement elections by mail.
4. Candidate filing. The candidate filing period for the 2020 Elections begins in February 2020.

C. Two-Year (as of June 30, 2021)

1. To have implemented and conducted the 2020 Elections by mail.
2. To provide support to the Reapportionment Commission.
3. Conduct stand-down activities from the 2020 Primary and General Elections. Review, assess and evaluate 2020 activities.

D. Five Years (as of June 30, 2024)

1. To have provided support to the Reapportionment Commission to conduct the 2021 Reapportionment based on the 2020 Census data.
2. To have conducted re-precincting based on the redistricting conducted by the Reapportionment Commission in 2021.
3. To have conducted and reviewed and evaluated the 2022 Elections.
4. To have assessed and implemented new procedures for the 2024 Primary and General Elections.
5. To maintain and monitor Statewide Voter Registration System.

IV. Performance Measures

A. Customer Satisfaction Measure

The number of complaints and challenges we receive, on or following each

election. This data is important to determine how effectively voters have been informed of their rights and responsibilities and how effectively we have served their communities.

B. Program Standard Measure

The number of people who continue to register to vote and cast their vote on Election Day.

C. Cost Effectiveness Measure

No effective measurement of benefit is available except for feedback from voters and expenditures not exceeding budget amount.