

Arapahoe County, CO
Clerk & Recorder
"Mover-Maintenance of Voting
Equipment Records"



Nancy A. Doty

Clerk & Recorder

OFFICE OF THE CLERK & RECORDER
5334 South Prince Street
Littleton, Colorado 80166-0001
Phone: 303-795-4200
Fax: 303-794-4625
www.co.arapahoe.co.us
clerk@co.arapahoe.co.us

May 18, 2005

Ms. Beverly Kaufman
Harris County Clerk
1001 Preston, 4th Floor
Houston, TX 77002

Dear Ms. Kaufman,

Enclosed, please find Arapahoe County's submission for the Best Practices program which NACRC supports. I look forward to learning other counties solutions to the business of elections. It is my hope that other counties will find our solutions to equipment management helpful.

Thank-you for your time and efforts with this project.

Sincerely,

Nancy A. Doty
Clerk and Recorder

MOTOR VEHICLE
Littleton - Main Office
P.O. Box 9006
Littleton, CO 80160-9006
Phone: 303-795-4500
Fax: 303-738-7893

MOTOR VEHICLE
Aurora Branch Office
15561 E. Iliff Ave.
Aurora, CO 80013
Phone: 303-795-4500
Fax: 303-306-0614

MOTOR VEHICLE
Southeast Branch Office
12600 E. Arapahoe Rd.
Building C, Suite B
Centennial, CO 80112
Phone: 303-795-4500
Fax: 303-649-1194

MOTOR VEHICLE
Byers Branch Office
538 N. Hwy 36
Byers, CO 80103
Phone: 303-795-4500
Fax: 1-303-822-5308

RECORDING
5334 S. Prince St.
Littleton, CO 80166-0060
Phone: 303-795-4520
Fax: 303-794-4625

ELECTIONS
5334 S. Prince St.
Littleton, CO 80166-0211
Phone: 303-795-4511
Fax: 303-794-4625

BEST PRACTICES PROJECT

**NANCY A. DOTY, CLERK AND RECORDER
ARAPAHOE COUNTY, COLORADO**

MOVER

(MAINTENANCE OF VOTING EQUIPMENT RECORDS)

The maintenance and security of all voting equipment has become one of the hottest topics among federal, state and local elected officials, special interest groups, and the media. Arapahoe County has developed a sophisticated, electronic system in which to track all maintenance and voting history for every voting machine. We call our project "MOVER", Maintenance of Voting Equipment Records.

The Voting Systems Supervisor at the Arapahoe County Voting Systems Facility (Warehouse) developed the program. As a supervisor, he is the keeper of the records and has administrative rights to update and maintain the records as part of the security plan. A designated Elections Specialist has back-up rights to update the records.

The program resides on an ACCESS database on the Clerk and Recorder's network and can be accessed by anyone in the Clerk and Recorder's Elections department as a read only file. It is available for any Open Records request.

The process is simple and easy to maintain. All machines are given an identification number. Then the original documents (invoices of parts replacements, repair services, LAT tests, diagnostics, official election results reports, and all other activity performed on each machine) are scanned into the program and linked to the machine by the identification number. This results in a complete record of voting machine activity from one election to the next. The spreadsheet is a living document which is updated day-to-day. The system tracks all voting equipment including the DRE's and Optical Scanners.

With the every changing rules and regulations affecting the way we run elections, the program allows for accurate and up-to-date maintenance and security records. It has proven to be an invaluable tool before, during, and after each election cycle. Even under tight scrutiny, we feel confident that we can produce accurate records of each voting machine at a moment's notice.



Clerk Recorder - Nancy A.Doty
MOVER - Maintenance Of Voting
Equipment Records

Machine # 3639

Repairs, Maintenance and Reports

Repair Date	Machine Printout	Report Type	Tech	Repairs	Battery Maintenance
3/15/2004			JV	Replaced AA' batteries	
6/24/2004			JV	Replaced Cast Vote Switch	
12/6/2004			JV	Charging	12/6/2004
1/3/2005			JV	Charging	1/3/2005
1/31/2005			JV	Charging	1/31/2005
2/8/2005	Image Document	2004 General Report	JV		
2/8/2005	Image Document	2/2005 Diag	JV		
2/28/2005			JV	Charging	2/28/2005
4/4/2005			JV	Charging	4/4/2005
4/12/2005			JV	Checked Power Cord - OK	
5/2/2005			JV	Charging	5/2/2005

Record: 14 10 of 11

Record: 762 of 1177

Form View

NUM



Clerk and Recorder - Nancy A.Doty
MOVER - Maintenance Of Voting
Equipment Records

Machine # **3639**

INVENTORY AND MACHINE CONDITION REPORT

Condition

6/24/04 - Checking all functions - noticed that cast vote switch was
intermitting
2/8/05 - Machine is in good condition - no other problems found

Repair Date	Tech	Repairs
3/15/2004	JV	Replaced AA' batteries
6/24/2004	JV	Replaced Cast Vote Switch
12/6/2004	JV	Charging
1/3/2005	JV	Charging
1/31/2005	JV	Charging
2/8/2005	JV	
2/8/2005	JV	
2/28/2005	JV	Charging
4/4/2005	JV	Charging
4/12/2005	JV	Checked Power Cord - OK
5/2/2005	JV	Charging

Record: 6 of 11

Record: 762 of 1177

Form View

NUM

XX
OFFICIAL ELECTION RESULTS REPORT
XX

Date 11/02/04 Time 8:18 PM
Serial Number 3639
Protective Counter 1555
Public Counter 135
Precinct/District
6273903409
Polling Place ID 0409
Ballot Version 1
Report Source Internal Machine Memory

Official General Election Ballot
County of Arapahoe
State of Colorado
November 2, 2004

Candidate	Candidate Totals	Total
XXX	XXX	XXX

Write In Votes
No Write in Votes in Memory

Election Officers

Please Complete After Closing The Polls
We the undersigned Election Officers do
hereby certify that on the _____
day of _____ 20____ this board
under the scrutiny of each member,
closed the polls from further voting,
obtained this printed record of votes
cast on this machine and that after the
polls closed, the Protective Counter
read 1555 and the Public Counter read
135 and the machine has been sealed
with seal # _____.

Signed:

Kathleen M. Myers
Ronald L. Ellis
Yvonne E. Smith
Angie M. Smith

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
NON DESTRUCTIVE INTERNAL MEMORY TEST
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Program Memory           Ok
System Memory           Ok
Audit Trail Memory      Ok
Configuration ROM       Ok

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
AC / DC POWER TEST
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
AC Power                 Off
12V Battery             Installed
12V Battery Voltage 12.7 V OK
Internal Memory         4.2 V OK
Results Cartridge       Not Present
Auxiliary Cartridge     Not Present
VCC (+5V) Internal     5.1 V OK

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
MAINTENANCE LOG REPORT
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Voting Machine Activity:

Begin Maintenance Log
02/08/05 11:05 AM 1555
System Reset
02/08/05 11:05 AM 1555
Begin Maintenance Diag
02/08/05 11:05 AM 1555
Configuration Report
02/08/05 11:14 AM 1555 5.00
Internal Memory Test
02/08/05 11:15 AM 1555 Pass
AC / DC Power Test
02/08/05 11:52 AM 1555 Pass

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
SYSTEM RESET
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

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Protective Counter      1555

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
CONFIGURATION REPORT
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

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Protective Counter      1555

Software Release        5.00b
U203 ROM Checksum      62EC
U200 ROM Checksum      C60B
U201 ROM Checksum      00C4

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Arapahoe County, CO

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Voter Panel Rows      35
Audit Trail RAM Capacity 96K
System and Program ROM Capacity 192K
Program Cartridge Option yes
Election Options:      0107

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Pre LAT
Official Election
Post LAT
Consolidation

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Print Reports By      Ballot
Write In Option       yes
Print Consolidated Write In Names no
Endorsed Candidates   no
Straight Party        no
Slate Option          no
Selective Primary     no
Define the Ballot Option yes
Polling Place ID Required yes
Contest Headers       on
Close Polls With No Votes Cast yes
Automatic Power Down Delay 60 Minutes
Pollworker Training Option no
Low Each Activate and Cast-Vote no
Close Polls Only After 60 Minutes no
Display Voter Messages on
Technician Security Feature no
System Reset          Standard
System Clock Format    12-Hour

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