SCOTT DOYLE
CLERK & RECORDER

LARIMER COUNTY
COMMITTED TO EXCELLENCE

Larimer County Clerk and Recorder

November 16th, 2011

Colorado Secretary of State
Attention: Voting Systems Specialist
1700 Broadway – Suite 270
Denver CO 80290

To Whom It May Concern:

Pursuant to Colorado Revised Statutes 1-7-514 and Secretary of State Rule 11.5.4, please find attached:

- Post-Election Audit – Central Count AccuVote-OS Procedures
- Post-Election Audit – AccuVote TSx Procedures
- Post-Election Audit form provided by Secretary of State
- Voting System Security – Incident Report

Please contact our office if you have any questions regarding the Post-Election Audit information provided to you.

Sincerely,

SCOTT DOYLE
Larimer County Clerk and Recorder

Doreen Bellfy

Doreen Bellfy
Elections Manager

enclosures

STATE OF COLORADO
Department of State

1700 Broadway, Suite 200
Denver, CO 80290

Scott Gessler
Secretary of State

Judd Choate
Director, Elections

2011 Coordinated Election Post Election Audit

County: Larimer
Attn: Scott Doyle, County Clerk and Recorder

Pursuant to Section 1-7-514 C.R.S. Election Rule 11, and the vendor specific Conditions for Use, the attached report provides guidance to completing the post election audit.

The following information is to be used to resolve "special case" issues that arise from the selection of machines and races by the Secretary of State's office:

If a device was "AVAILABLE FOR USE" but DID NOT HAVE VOTES CAST (i.e. accessible machines for mail ballot counties) on it for this election, please indicate on the form the status as "NO VOTES" in the field for "machine count" and "hand count." This still requires canvass board member signatures for verification.

If a device was "NOT USED" (i.e. backup equipment) but was selected for the audit, please contact the Secretary of State's Office for selection of an alternative device.

If any NON CENTRAL COUNT device (scanner or DRE) has votes on it, but the "RACES SELECTED" for audit do not appear on the device; For Mail Ballot counties, the canvass board may randomly select an alternative race to count. For Polling Place and Vote Center counties, you must contact the Secretary of State's Office for selection of alternative races.

If a CENTRAL COUNT device has votes on it, but the races selected for audit do not appear in the BALLOTS CHOSEN by the canvass board, the canvass board shall continue to randomly select ballots until all races appear and can be audited.

Please complete the highlighted fields in the attached report and fax or e-mail the report back to the Secretary of State at:

(303) 869-4861 or jerome.lovato@sos.state.co.us. This form must be returned no later than: 5:00 p.m. November 18, 2010.

Please contact the following staff for additional assistance:

- Danny Casias: (303) 894-2200 ext. 6356 or danny.casias@sos.state.co.us
- Jerome Lovato: (303) 894-2200 ext. 6355 or jerome.lovato@sos.state.co.us

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
DRE	Premier / AccuVote-TSX	278407	CITY OF LOVELAND Councilor Ward 1	Taylor	0	0	
DRE	Premier / AccuVote-TSX	278407	CITY OF LOVELAND Councilor Ward 1	Molloy	0	0	
DRE	Premier / AccuVote-TSX	278407	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5A	Yes	0	0	
DRE	Premier / AccuVote-TSX	278407	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5A	No	0	0	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District A	Johnson	60	60	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District A	Hatanaka	60	60	
CCOS	Premier / AccuVote-OS	74139	PARK SCHOOL DISTRICT R-3 School Director At Large	Richardson	18	18	
CCOS	Premier / AccuVote-OS	74139	PARK SCHOOL DISTRICT R-3 School Director At Large	Wedan	13	13	
CCOS	Premier / AccuVote-OS	74139	PARK SCHOOL DISTRICT R-3 School Director At Large	Walker	13	13	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District C	Montagu	91	91	

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District G	Affleck	123	123	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District G	Gutowsky	112	112	
CCOS	Premier / AccuVote-OS	74139	CITY OF FORT COLLINS INITIATED QUESTION 300	Yes	132	132	
CCOS	Premier / AccuVote-OS	74139	CITY OF FORT COLLINS INITIATED QUESTION 300	No	165	165	
CCOS	Premier / AccuVote-OS	74139	ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J Director District G	Schiers	1	1	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District D	Young	95	95	
CCOS	Premier / AccuVote-OS	74139	TOWN OF WELLINGTON Referred Question 2B	Yes	7	7	
CCOS	Premier / AccuVote-OS	74139	TOWN OF WELLINGTON Referred Question 2B	No	7	7	
CCOS	Premier / AccuVote-OS	74139	ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J Director District C	Smith	1	1	

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
CCOS	Premier / AccuVote-OS	74139	ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J Director District A	Hammans	1	1	
CCOS	Premier / AccuVote-OS	74139	ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J Director District A	Hanuman	2	2	
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY Referred Issue 1A	Yes	259	259	
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY Referred Issue 1A	No	331	331	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District F	Yurash	100	100	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District F	Tellez	146	146	
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5B	Yes	3	3	
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5B	No	0	0	
CCOS	Premier / AccuVote-OS	74139	ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J Director District E	Creighton	1	1	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District A	Kipp	132	132	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District A	Schwerin	125	125	

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5C	Yes	1	1	
CCOS	Premier / AccuVote-OS	74139	LARIMER COUNTY PUBLIC IMPROVEMENT DISTRICT Referred Issue 5C	No	0	0	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Referred Issue 2A	Yes	72	72	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Referred Issue 2A	No	47	47	
CCOS	Premier / AccuVote-OS	74139	Proposition 103 (Statutory)	Yes	265	265	
CCOS	Premier / AccuVote-OS	74139	Proposition 103 (Statutory)	No	311	311	
CCOS	Premier / AccuVote-OS	74139	PARK SCHOOL DISTRICT R-3 Referred Issue 3B	Yes	13	13	
CCOS	Premier / AccuVote-OS	74139	PARK SCHOOL DISTRICT R-3 Referred Issue 3B	No	13	13	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Mayor	Gutierrez	83	83	

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 4	Clark	11	11	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 4	Trenary	10	10	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 4	Buck	9	9	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Referred Issue 3A	Yes	77	77	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Referred Issue 3A	No	101	101	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 3	Fogle	15	15	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 3	Weber	3	3	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 3	Jacobs	4	4	
CCOS	Premier / AccuVote-OS	74139	POUDRE SCHOOL DISTRICT R-1 Director District B	Balchak	191	191	

2011 Coordinated Election Post Election Audit
County: Larimer

Larimer County							
Type	Make / Model	Serial #	Contest Name to Audit	Candidate	Machine Count	Manual/Hand Count	Canvass Board Initials
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 2	Johnson	9	9	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 2	Farley	7	7	
CCOS	Premier / AccuVote-OS	74139	CITY OF LOVELAND Councilor Ward 2	Schoonover	3	3	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District G	Kerrigan	64	64	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District G	Stockley	55	55	
CCOS	Premier / AccuVote-OS	74139	THOMPSON SCHOOL DISTRICT R2-J Director District B	Marchman	93	93	

2011 Coordinated Election Post Election Audit
County: Larimer

NOTE: If there is a complaint or a discrepancy between the manual tallies of each voting device and the corresponding tallies recorded by each voting device, the canvass board shall also produce a report that describes the audit process used, including any initial, interim and final results of the completed audit, pursuant to C.R.S. Section 1-7-514(2)(c).

By our signatures below, we verify the completion of the Post Election Audit on this report:

Designated Election Official:

Signature: Scott Doyle — Date: 11/15/11

Written Name: Scott Doyle

Canvass Board Member:

Signature: [illegible] — Date: 11.15.2011

Written Name: William J. Russell

Canvass Board Member:

Signature: [illegible] — Date: 11/15/11

Written Name: Rudolph C. Zitti

Provide additional pages and names as necessary.

LARIMER COUNTY CLERK SEAL COLORADO

VOTING SYSTEM SECURITY – INCIDENT REPORT

LARIMER COUNTY
2011 COORDINATED ELECTION
NOVEMBER 1, 2011

Pursuant to section 43.8.11.4 of the Security Procedures for Electronic Voting Systems (Secretary of State Rule 43), each county is required to submit a statement to the Secretary of State's office addressing the existence or absence of any security issues related to the county's use of voting equipment.

[X] By checking this box, we are representing that our county **DOES NOT** have any security related incidents to report with the use of our voting equipment for the 2011 Coordinated Election.

[ ] By checking this box, we are representing that our county **DOES** have security related incidents to report with the use of our voting equipment for the 2011 Coordinated Election and we will be attaching incident reports to this document.

Scott Doyle
Authorized Signature

11/15/11
Date

Scott Doyle
Printed Name

LARIMER COUNTY PROCEDURES
SUBJECT: POST-ELECTION AUDIT – CENTRAL COUNT ACCUVOTE-OS

Last Update Date: November 16, 2011
Last Updated By: Stephen Gentry
Due for Review: Annually
Filed Under: Voting System

Procedure Background:

After an election, to ensure that votes were accurately recorded and tabulated by the Central Count AccuVote-OS, a random audit must be performed.

Reason for Procedure:

- C.R.S. 1-7-514
- SOS Rule 11.5.4
- SOS Conditions for Use:
    - Premier Central Count Scanner (2.0.12) Condition 4

Supplies/Resources Needed:

- Counted ballots
- Post-Election Audit form from SOS Forms/Labels: S:\Elections\ACCUVOTE_GEMS\AccuVote Testing\InventoryDatabase\EquipmentInventory.accdb
    - Canvass Board Oath
    - Audit Labels for Voted Ballot Retention Box (Avery 5163)
    - Cover Letter to SOS
    - Hand Tally Sheets (OS)
    - Races to Audit per AccuVote
    - Voting System Security – Incident Report for SOS
    - Batch Audit Reports for the boxes of ballots selected
- Scratch Paper
- Pens
- Rubber Bands
- Rubber Fingers
- Paper Clips
- Calculators
- Audit Materials Storage Box
- Tape Seals (red and blue)
- Combo Seals (wire)
- Generic Tape Seals
- Wire Clippers
- Scissors
- Post-it Notes
- Timesheets
- Name Tags

File Path:
S:\Elections\PROCEDURES\Voting System\Final\Post-Election Audit - Central Count AccuVote-OS.docx

What does a person need to know before completing this procedure?

How to record votes on a tally sheet:

How long does this procedure take to complete?

1-2 days; depends on how many ballots there are to verify

When does this procedure take place?

- The SOS will select the AccuVotes and the races to be audited within 48 hours of the close of polls on election night.
- Upon completion of the audit, the results must be reported to the SOS no later than 5:00 pm on the last day of the canvass.

Steps to complete procedure:

Preparation – Post-Election

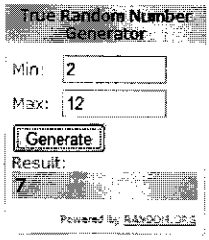
This section is performed by county staff and does not need to be observed by the Canvass Board.

1. Randomly select the Central Count OS units to be audited. (Performed by the SOS)
2. Randomly select the races to be audited on each OS unit. (Performed by the SOS)
3. Retrieve the selected OS units.
4. Obtain a list of all of the boxes and quantities of voted ballots for each selected OS unit (get this info from the Reconciliation Spreadsheet).
5. Determine the number of ballots that need to be audited using the chart from Premier Central Count Scanner Condition (2.0.12) 4b:

Total # of Ballots Counted on Device:	Total # of Ballots to audit:	# of errors requiring escalation:
150,000 to 500,000	1,250	6
35,001 to 150,000	800	4
10,001 to 35,000	500	3
3,201 to 10,000	315	2
1,201 to 3,200	200	2
501 to 1,200	125	2
281 to 500	80	1
151 to 280	50	1
91 to 150	32	1
51 to 90	20	1
26 to 50	13	1
16 to 25	8	1
9 to 15	5	1
1 to 8	3 or 100% if less than 3	1

Device = An individual AccuVote

Randomly select enough boxes/batches to satisfy the requirements in the above table.



a. Create a spreadsheet listing the boxes used on a specific unit and the number of ballots in each box (from the reconciliation spreadsheet)
b. Use random.org to insert the number of boxes counted by that unit (2 thru 12 in the example to the right), and generate enough numbers to cover the Total # of Ballots to audit: from the conditions chart above.
c. The numbers generated by random.org are not box numbers but the box rank in the series on the spreadsheet. In the example to the right, if random.org returns a value of 7, then box # 57 would be selected.

	A	B
1	Box #	Ballot Qty
2	12	250
3	15	249
4	17	178
5	23	250
6	24	248
7	57	234
8	61	115
9	65	246
10	67	250
11	71	249
12	80	248

6. Modify the Hand Tally sheets so that only the races selected to audit on that OS unit appear.
7. Print two Hand Tally sheets for each bundle to be audited.

Audit

The audit process must be observed by at least two (2) members of the Canvass Board. C.R.S. 1-7-514(4); SOS Rule 11.5.4.8

The number of audit teams depends on the number of ballots to audit. An audit team will be comprised of four (4) people representing both major parties.

Hand Tally

This section is performed by the audit teams.

1. Record the Bundle Letter from the Ballot Bundle document on the Hand Tally Sheet.

Ballot Bundle

_____
Bundle Letter

2. Count and record the number of ballots in the bundle on the Hand Tally Sheet.
3. Record the Box # that the batch came out of on the Hand Tally Sheet.
4. Record the AccuVote that originally counted the batch on the Hand Tally Sheet.
5. Manually tally all of the votes for the selected races in each bundle on a new hand tally sheet:
    a. Using Hand Tally sheets, an audit team will manually tally all of the votes for each race on each ballot. Two judges will read the votes while the other two judges mark the tally sheets.

							Hand Count Total	Unit Total
Governor	John Hickenlooper							
	Dan Maes							
	Scott McInnis							
	Dan "Kilo" Sallis							
	Jaimes Brown							
	Under-Vote							
	Over-Vote							
	Race Not On Ballot							
						Total Votes		

b. Marking judges will also record undervotes, overvotes, and the number of times the selected races are not on the ballot.
    i. Undervotes – one tally mark for each undervote in a race:
        1. Vote for ONE – (example: Reader says "Undervote", Marker marks 1 tally for Undervote)
        2. Vote for MORE THAN ONE – (example: Reader says "Candidate 1, Undervote, Undervote", Marker marks 1 tally for Candidate 1 and 2 tallies for Undervote)
    ii. Overvoted Race – one tally mark for the ENTIRE RACE (example: Reader says "Overvoted Race", Marker marks ONE tally for Overvoted Race <u>NOT</u> a mark for each overvote)
    iii. Race Not On Ballot – self explanatory
c. When the marking judges get 5 tallies in a box, they will say "Tally" – If both judges do not have a tally, they will find the error and correct it. Use a new tally sheet if necessary.
d. If a judge puts a tally in the wrong place, they will place a dot above it to show it is a mistake. When that race gets another vote, the judge will connect the dot to the tally mark.
e. When a Bundle is completed:
    i. The marking judges will produce a total for each candidate in the Hand Tally column then sum the votes to produce a total for the race at the bottom of the column (votes + undervotes + overvotes + race not on ballot).

ii. Verify that both judges' numbers match.
iii. Hand in the completed hand tally sheet.
iv. Start a new Hand Tally Sheet for the next bundle.

6. The Audit Team will repeat steps 2-6 for each bundle.
7. Once all bundles are hand tallied sum the batches on the Google Docs Master form linked in the Equipment DB

Central Count

1. Once all of the bundles in a box have been hand tallied, County Staff will load a copy of the GEMS election database and print a Zero Report. The audit team will verify all zeros on the report.
2. Audit team counts the ballots:
    a. Using the original AccuVote-OS unit that processed the ballots during the election.
        i. One member of the audit team will feed a Start Card through the AccuVote.
        ii. That same member will then feed one bundle through the AccuVote at a time to create a deck of 25.
        iii. The other audit team member will catch the ballots as they come out of the AccuVote, ensuring that each ballot lands on top of the stack of ballots in the output area at the back of the machine.
        iv. Once all of the ballots in the deck have been processed, an Ender Card will be fed through the AccuVote.
3. Repeat step 2 for all decks.
4. County Staff will print an Election Summary Report for the Ballots.
5. The Audit Team will record the vote totals from the Election Summary Report on the Master Hand Tally sheet under the Unit Total column.
    a. If the hand tallies and the results report <u>match</u>:
        i. The ballots, Hand Tally sheets, and Elections Summary Report will be placed in the original ballot retention box and sealed and secured with the other official election records for the election at the end of the audit.
    b. If the hand tally and the results report <u>do not match</u>, follow these procedures:
        i. SOS Rule 11.5.4.9:
            1. County Staff will create as many copies of the database as there are decks.
            2. Within each copy of the database all decks except the one in question will be deleted.
            3. The audit team will manually verify the results for each batch as many times as necessary to confirm that there is no discrepancy in the manual count;

4. Take any additional steps as necessary to check for voter error, which shall include but not be limited to: over-votes, stray marks on the ballot, or other voter intent indicia; and
5. Review the situation and take action as necessary in accordance with the canvass board's powers as set forth in 1-10-1, C.R.S.

6. The Canvass Board will certify the audit results and sign the audit report.
7. Upon completion of the audit, report results and a description of the audit process to the SOS no later than 5:00 pm on the last day of the canvass, by means set forth in SOS Rules 11.5.4.11 & 11.5.4.12:
    a. Include the following:
        i. Post-Election Audit form provided by the SOS; signed and sealed:

STATE OF COLORADO
Department of State

1700 Broadway, Suite 270
Denver, CO 80290

Mike Coffman
Secretary of State

J. Wayne Munster
Acting Director, Elections

Attn: *Scott Doyle*
County Clerk and Recorder

2008 Post Election Audit

COUNTY: LARIMER

The following table lists the EQUIPMENT that has been randomly selected for auditing:

Machine Type	Type	Mode	Machine #	State Issue Multiple	Machine Totals	Hand Count Totals	Discrepancy Totals
AccuVote	OS	Early	74166	Court of Appeals - Bansard No			
TSx	DRE	Early Voting	274164	County Judge, Larimer - Carney No			
TSx	DRE	Election Day	275077	State Senate - District 32 Kefalas			
TSx	DRE	Election Day	273083	State Senate - District 53 Gallegos			
TSx	DRE	Election Day	273083	State Senate - District 53 Fielding			
TSx	DRE	Election Day	273743	District Attorney - 8th Judicial District Abeshamgan			
TSx	DRE	Early Voting	274164	County Commissioner - District 2 Johnson			
TSx	DRE	Early Voting	274164	County Commissioner - District 2 Rabanale			
AccuVote	OS	Mail-In	74172	County commissioner - District 3 Donnelly			
AccuVote	OS	Mail-In	74172	County commissioner - District 3 Hoffmann			
AccuVote	OS	Early	74152	Justice of the Colorado Supreme Court - Eid Yes			
AccuVote	OS	Early	74152	Justice of the Colorado Supreme Court - Eid No			
AccuVote	OS	Election Day	74165	State Senate - District 51 Mavrotas			
AccuVote	OS	Election Day	74162	Justice of the Colorado Supreme Court - Hobbs Jr No			

Voting System Security – Incident Report; signed:

LARIMER COUNTY

Larimer County Clerk and Recorder

VOTING SYSTEM SECURITY – INCIDENT REPORT

LARIMER COUNTY
2008 GENERAL ELECTION
NOVEMBER 4, 2008

Pursuant to section 43.6.11.4 of the Security Procedures for Electronic Voting Systems (Secretary of State Rule 43), each county is required to submit a statement to the Secretary of State's office addressing the existence or absence of any security issues related to the county's use of voting equipment.

[X] By checking this box, we are representing that our county **DOES NOT** have any security related incidents to report with the use of our voting equipment for the 2008 General Election.

[ ] By checking this box, we are representing that our county **DOES** have security related incidents to report with the use of our voting equipment for the 2008 General Election and we will be attaching incident reports to this document.

Authorized Signature

11-12-08
Date

Printed Name

ii. Cover Letter:

August 16, 2010

Colorado Secretary of State
Attention: Voting Systems Specialist
1700 Broadway – Suite 270
Denver CO 80290

To Whom It May Concern:

Pursuant to Colorado Revised Statutes 1-7-514 and Secretary of State Rule 11.5.4, please find attached:

- Post-Election Audit – Central Count AccuVote-OS Procedures
- Post-Election Audit – AccuVote TSx
- Post-Election Audit form provided by Secretary of State
- Audit Board Oath
- Voting System Security – Incident Report

Please contact our office if you have any questions regarding the Post-Election Audit information provided to you.

Sincerely,

SCOTT DOYLE
Larimer County Clerk and Recorder

Doreen Bellify
Elections Manager

enclosures

iii. A copy of these procedures.

b. Scan all forms into a .pdf file.

i. Save the file to the following location:

S:\Elections\ACCUVOTE_GEMS\AccuVote Testing\InventoryDatabase\Post Election Audit*"Year"*

i. Name the file "Audit Results and Procedures"
ii. Email the file to voting.systems@sos.state.co.us; Subject line = County Number, County Name, POST-ELECTION AUDIT.
iii. Place the paper forms in the Audit file located in the Equipment Auditor's desk.

LARIMER COUNTY PROCEDURES

SUBJECT: POST-ELECTION AUDIT – ACCUVOTE-TSX

Last Update Date: November 16, 2011
Last Updated By: Stephen Gentry
Due for Review: Annually
Filed Under: Voting System

Procedure Background:

After an election, to ensure that votes were accurately recorded and tabulated by the AccuVote-TSx, a random audit must be performed.

Reason for Procedure:

- C.R.S. 1-7-514
- SOS Rule 11.5.4

Supplies/Resources Needed:

- AccuVote-TSx units to be audited (chosen by SOS)
- All V-VPAT canisters from the selected TSx units
- Election night results tapes from the selected TSx units
- Completed AccuVote-TSx Election Seal Logs for the selected TSx units
- Post-Election Audit form from SOS
- Forms/Labels: S:\Elections\ACCUVOTE_GEMS\AccuVote Testing\InventoryDatabase\EquipmentInventory.accdb
    - Canvass Board Oath
    - Cover Letter to SOS
    - Hand Tally Sheets (TSx)
        - Canister
        - Canister Totals
    - Races to Audit per AccuVote
    - TSx Canister Seal Logs (Audit)
    - Voting System Security – Incident Report
- Digital Camera
- Scratch Paper
- Pens
- Rubber Bands
- Paper Clips
- Calculators
- Tape Seals (red and blue)
- Spring-Lock Seals
- Combo Seals (wire)
- Clippers
- Scissors
- Post-it Notes

- Timesheets
- Name Tags

File Path:
S:\Elections\PROCEDURES\Voting System\Final\Post-Election Audit - AccuVote-TSx.docx

What does a person need to know before completing this procedure?

- How to perform a hand tally

How long does this procedure take to complete?

1-2 days; depends on the number of TSx units to audit

When does this procedure take place?

- The SOS will select the AccuVote-TSx units to be audited and the races to be verified on each unit within 48 hours of the close of polls on election night.
- Upon completion of the audit, the results must be reported to the SOS no later than 5:00 pm on the last day of the canvass board.

Steps to complete procedure:

Preparation – Post-Election

This process is internal and does not need to be observed by the Canvass Board.

1. Randomly select the TSx units to be audited.
   (Performed by the SOS)

2. Randomly select the races to be audited on each TSx unit.
   (Performed by the SOS)

3. Retrieve the selected TSx units.

4. Retrieve all of the V-VPAT canisters for each selected TSx unit.

5. Modify the Hand Tally sheets so that only the races selected to audit on a TSx unit appear on the hand tally sheet for that selected TSx unit.

Audit

The audit process must be observed by at least two (2) members of the Canvass Board. C.R.S. 1-7-514(4); SOS Rule 11.5.4.8

Each selected TSx unit will be audited by one (1) audit team. The audit team will be comprised of four (4) people representing both major parties.

Hand Tally

This section is performed by the audit teams.

1. Verify the Trusted Build on the selected TSx units:
   a. Turn the unit on. Once the unit has initiated, touch the umbrella icon in the lower right corner of the screen;
   b. In the window that appears, verify that the File Signature = **b18ab70141bcceff251469e0e45dfefb**;
   c. Take a digital picture of the screen that includes the file signature and TSx serial number. Verify that the picture is in focus.
2. Manually tally all of the votes for the selected races in each canister for the first TSx unit:
   a. Unseal and open the first canister.
      i. Fill out an AccuVote-TSx Canister Seal Log (Audit). The form has room for six (6) canisters. Place the broken canister seal in the Audit Materials Storage Box.

LARIMER COUNTY CLERK AND RECORDER
Primary Election - August 10, 2010
POST-ELECTION AUDIT
ACCUVOTE-TSX CANISTER SEAL LOG

AccuVote-TSx Serial #: _____ DATE: _____

Canister #		Seal #	Time	Signatures (2)	Canister #		Seal #	Time	Signatures (2)
	START					START			
	END					END			

b. Using Hand Tally Sheets, the audit team will manually tally all of the votes for the selected races in the first canister. Two judges will read the votes while the other two judges mark the tally sheets.
c. Each canister requires new hand tally sheets

Canister #:	# of Ballots:	AccuVote-TSx #:				
						Hand Count Total
Andrew Romanoff						
Michael F. Bennet						
Ken Buck						

d. Marking judges will also record undervotes and the number of times the selected races are not on the ballot.
    i. Undervotes – one tally mark for each undervote in a race:
        1. Vote for ONE – (example: Reader says "Undervote", Marker marks 1 tally for Undervote)
        2. Vote for MORE THAN ONE – (example: Reader says "Candidate 1, Undervote, Undervote", Marker marks 1 tally for Candidate 1 and 2 tallies for Undervote)
    ii. Race Not On Ballot – self explanatory
e. When the marking judges get 5 tallies in a box, they will say "Tally" – If both judges do not have a tally, they will find the error and correct it.
f. If a judge puts a tally in the wrong place, they will place a dot above it to show it is a mistake. When that race gets

another vote, the judge will connect the dot to the tally mark.

g. Reading judges will keep track of how many ballots are in a canister (scratch paper).
h. When a canister is completed:
    i. The marking judge will record the total ballots at the top of the hand tally sheet as tracked by the reading judges.
    ii. The marking judges will produce a total (Hand Count column) of tallies for each candidate in the canister.
    iii. Then sum the totals for the race at the bottom of the hand tally sheet (votes + undervotes + race not on ballot) which should equal the number of ballots in the canister.
    If a race has the option to vote for multiple candidates, this will not be true.
    iv. Verify that both judges' numbers match.
    v. A reading judge will record each candidate's total on the Master Hand Tally Sheet for the canister
i. Repeat steps a-g with each remaining canister for the TSx unit.

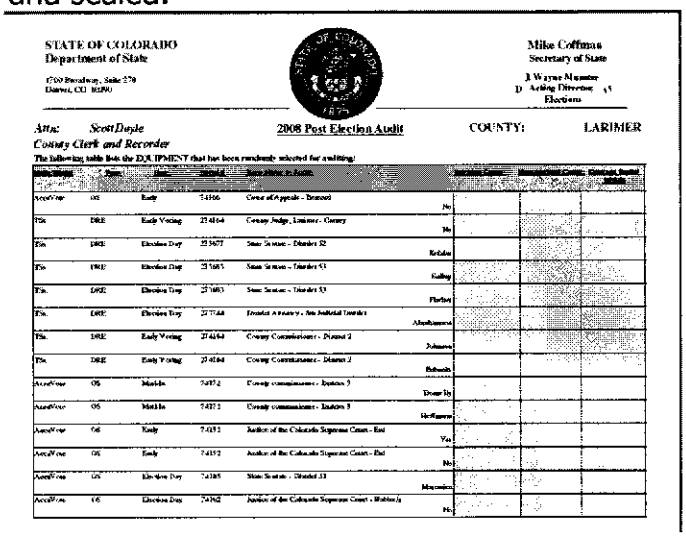
3. Verify the vote totals on the Master Hand Tally sheet for the selected races against the Election night results tape from the selected TSx unit:
    a. If the hand tally and the results tape <u>match</u>:
        i. Roll the AccuVote tape back into the canister
        ii. The security canisters will be resealed.
        iii. The sealed canisters and results tapes will be sealed in the audit materials storage box and secured with the remainder of the official election records for the election.
        iv. The Canvass Board will certify the audit results and sign the audit report.
    b. If the hand tally and the results tape <u>do not match</u>, the Canvass Board members will follow the procedures outlined in SOS Rule 11.5.4.9:
        i. Manually verify the results as many times as necessary to confirm that there is no discrepancy in the manual count; and
        ii. Review the situation and take action as necessary in accordance with the canvass board's powers as set forth in 1-10-1, C.R.S.
4. Complete the Post-Election Audit form provided by the SOS
    a. For each unit and race record the Machine Count from the results tape.
    b. For each unit and race record the Manual Hand Count from the Master Hand Tally Sheet.

c. The two observing canvass board members will initial next to each unit/race/candidate listing.

Report Results

This section is performed by county staff.

1. Upon completion of the audit, report results and a description of the audit process to the SOS no later than 5:00 pm on the last day of the canvass, by means set forth in SOS Rules 11.5.4.11 & 11.5.4.12:
    a. Include the following forms:
        i. Post-Election Audit form provided by the SOS; signed and sealed:



STATE OF COLORADO
Department of State

Mike Coffman
Secretary of State

J. Wayne Munster
Acting Director
Elections

Attn: *Scott Doyle*
County Clerk and Recorder

2008 Post Election Audit

COUNTY: LARIMER

The following table lists the EQUIPMENT that has been randomly selected for auditing:

Voting System	Type	Mode	Precinct	Race/Measure/Question	Candidate	Manual Count	Machine Count	Discrepancy Found (Y/N)
AccuVote	OS	Early	74166	Court of Appeals - Bronson	No			
TSx	DRE	Early Voting	27 4164	County Judge, Loomer - Gerney	No			
TSx	DRE	Election Day	25 3677	State Senate - District 32	Kefalas			
TSx	DRE	Election Day	25 3685	State Senate - District 33	Kelley			
TSx	DRE	Election Day	25 3683	State Senate - District 33	Fischer			
TSx	DRE	Election Day	27 7144	District Attorney - 8th Judicial District	Abrahamson			
TSx	DRE	Early Voting	27 4164	County Commissioner - District 2	Johnson			
TSx	DRE	Early Voting	27 4164	County Commissioner - District 2	Rebenda			
AccuVote	OS	Mail-In	74172	County commissioner - District 3	Doane Ely			
AccuVote	OS	Mail-In	74172	County commissioner - District 3	Hoffmann			
AccuVote	OS	Early	74152	Justice of the Colorado Supreme Court - Eid	Yes			
AccuVote	OS	Early	74152	Justice of the Colorado Supreme Court - Eid	No			
AccuVote	OS	Election Day	74185	State Senate - District 33	Mercier			
AccuVote	OS	Election Day	74182	Justice of the Colorado Supreme Court - Hobbs/a	No			

        ii. Voting System Security – Incident Report; signed:

Larimer County Clerk and Recorder

VOTING SYSTEM SECURITY – INCIDENT REPORT

LARIMER COUNTY
2008 GENERAL ELECTION
NOVEMBER 4, 2008

Pursuant to section 43.8.11.4 of the Security Procedures for Electronic Voting Systems (Secretary of State Rule 43), each county is required to submit a statement to the Secretary of State's office addressing the existence or absence of any security issues related to the county's use of voting equipment.

[X] By checking this box, we are representing that our county **DOES NOT** have any security related incidents to report with the use of our voting equipment for the 2008 General Election.

[ ] By checking this box, we are representing that our county **DOES** have security related incidents to report with the use of our voting equipment for the 2008 General Election and we will be attaching incident reports to this document.

Authorized Signature — Date: 11-17-08

Jonathan Haag
Printed Name

iii. Audit Procedures Cover Letter:

August 16, 2010

Colorado Secretary of State
Attention: Voting Systems Specialist
1700 Broadway – Suite 270
Denver CO 80290

To Whom It May Concern:

Pursuant to Colorado Revised Statutes 1-7-514 and Secretary of State Rule 11.5.4, please find attached:

- Post-Election Audit – Central Count AccuVote-OS Procedures
- Post-Election Audit – AccuVote TSx
- Post-Election Audit form provided by Secretary of State
- Audit Board Oath
- Voting System Security – Incident Report

Please contact our office if you have any questions regarding the Post-Election Audit information provided to you.

Sincerely,

SCOTT DOYLE
Larimer County Clerk and Recorder

Doreen Bellfy
Elections Manager

enclosures

iv. A copy of these procedures.

b. Scan all forms into a .pdf file.

i. Save the file to the following location:

S:\Elections\ACCUVOTE_GEMS\AccuVote Testing\InventoryDatabase\Post Election Audit*"Year"*

ii. Name the file "Audit Results and Procedures"

iii. Email the file to voting.systems@sos.state.co.us; Subject line = County Number, County Name, POST-ELECTION AUDIT.

iv. Place the paper forms in the Audit file located in the Equipment Auditor's desk.