



**DUVAL COUNTY ELECTION ADVISORY PANEL**  
**MEETING AGENDA**

Wednesday, May 16, 2018 3:00 P.M.

Don Davis Room, 1<sup>st</sup> Floor, City Hall

Research: Jeff Clements, Chief of Research

**Members:**

Ingrid Montgomery, Chairperson  
Justin Portlock, Member  
Leon Carrero, Member

Daniel Henry, Vice Chairperson  
Hunter Anderson, Member  
Charles McWhite, Member

Toni Alfred, Member  
Robert Phillips, Member  
Jon McGowan, Member

Meeting Convened

Meeting Adjourned

*If a person decides to appeal any decision made with respect to any matter considered at such meeting, such person will need a record of the proceedings, and for such purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

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Legislative Authority: Chapter 59, Ordinance Code  
Total Members:  
Committee Duties:

9

Study and make recommendations to the Supervisor of Elections to increase the quality of voter registration and education efforts. Study and make recommendations to the Supervisor of Elections to enhance the voter's election-day experience, including poll worker training, polling locations, ballot styles, and fraud prevention. Evaluate and recommend improvements on the election effectiveness, including number of over votes, under votes and spoiled ballots, voter complaints, and voter turnout. Review and comment on ballot styles, instructions and absentee ballot appearance. Make an annual report to Council on progress, including an incorporation of any statistics, charts, studies, reports, or other data and materials generated.

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- I. Quorum – Roll Call
  - II. Approval of March 14, 2018 minutes
  - III. Supervisor of Elections update/election preparations
  - IV. Old Business
  - V. New Business
    - EAP 2017 annual report
    - Potential changes to Ordinance Code Chapter 59 – EAP's legislative authorization
    - Meeting schedule for remainder of 2018
  - VI. Public Comments
  - VIII. Adjourn

## NOTICE

Under provisions of Chapter 101.71, Florida Statutes, notice is hereby given of a change in polling places for the Primary Election to be held August 28, 2018, in the City of Jacksonville, Duval County, Florida.

<b>REASON FOR MOVE:</b>	<b>PRECINCT</b>	<b>FROM:</b>	<b>TO:</b>
Voter complaints smell of smoke	102	Arlington Masonic Lodge 3421 University Blvd. N Jacksonville, FL 32277	University Park Library 3435 University Blvd. N. Jacksonville, FL 32277
Site no longer wishes to participate	305	Hodges Blvd. Presbyterian Church 4140 Hodges Blvd. Jacksonville, FL 32224	Chets Creek Church 4420 Hodges Blvd Jacksonville, FL 32224
Site no longer there	307	Captains Club 13363 Beach Blvd Jacksonville, FL 32246	Pablo Creek Library 13295 Beach Blvd. Jacksonville, FL 32246
Better site found	310	Fire Station # 59 14097 W M Davis Pkwy Jacksonville, FL 32224	The Windsor at San Pablo 4000 San Pablo Pkwy. Jacksonville, FL 32224
Site no longer wishes to participate	410	Good News Baptist Church 2600 St Johns Bluff Rd S Jacksonville, FL 32246	St. Barnabas Anglican Church 2140 St. Johns Bluff Rd S Jacksonville, FL 32246
Site no longer wishes to participate	602	River City Science Academy 10911 Old St. Augustine Rd Jacksonville, FL 32257	All Souls Anglican church 4042 Hartley Rd Jacksonville, FL 32257
Site no longer wishes to participate	614	Cuban American Club 5110 Lourcey Rd Jacksonville, FL 32257	Mandarin Senior Center 3848 Hartley Rd Jacksonville, FL 32257
Site no longer wishes to participate	1011	Country Inn & Suites 7035 Commonwealth Ave Jacksonville, FL 32220	Teamsters 512 1210 Lane Ave Jacksonville, FL 32254
Site damaged by storms	1309	Neptune Beach Senior Center 2004 Forest Ave Neptune Beach, FL 32266	Christ United Methodist Church 400 Penman Rd. Neptune Beach, FL 32266
Site no longer wishes to participate	1415	Riverside Presbyterian Apts. 1045 Oak St Jacksonville, FL 32204	Riverside Park United Methodist Church 819 Park St.

<b>REASON FOR MOVE:</b>	<b>PRECINCT</b>	<b>FROM:</b>	<b>TO:</b>
			Jacksonville, FL 32204

The following polling places are changed in name only. Address of polling place remains the same.

<b>PRECINCT</b>	<b>FROM:</b>	<b>TO:</b>
110	Glynlea Grace United Methodist Church 6429 Atlantic Blvd Jacksonville, FL 32211	Crossroads Christian School 6429 Atlantic Blvd Jacksonville, FL 32211
208	Encounter Christian Church 2311 Starratt Rd Jacksonville, FL 32226	Christ Church River City Campus 2311 Starratt Rd Jacksonville, FL 32226
303	Christ Church at San Pablo 2002 San Pablo Rd S Jacksonville, FL 32224	Center For Spirituality Christ Episcopal Church 2002 San Pablo Rd S Jacksonville, FL 32224
903	Hibernia Baptist Church- Hyde Park Campus 2000 Lane Ave S Jacksonville, FL 32210	Redemption Church 2000 Lane Ave S Jacksonville, FL 32210
913	Wesconnett Baptist Church 5711 Wesconnett Blvd Jacksonville, FL 32244	Wesconnett Church 5711 Wesconnett Blvd Jacksonville, FL 32244

Mike Hogan  
Supervisor of Elections  
Duval County

ATTEST:



**DUVAL COUNTY ELECTION ADVISORY PANEL**  
**Suite 425, City Hall**  
**117 West Duval Street**  
**Jacksonville FL 32202**

May 16, 2018

Honorable Anna Lopez Brosche  
City Council President  
Suite 425, City Hall  
117 W. Duval Street  
Jacksonville, FL 32202

Re: Election Advisory Panel Recommendation for Ordinance Code  
amendments to Chapter 59

Dear President Brosche:

I write as the Chair of the Duval County Election Advisory Panel ("EAP"), which is tasked with helping to improve voter registration and the conduct of elections in Jacksonville. At our March 15, 2018 meeting, the EAP voted to make a recommendation to the City Council to amend several provisions in Ordinance Code Chapter 59, the legislative authority for the Election Advisory Panel. The changes are recommended to reflect the fact that the Florida Legislature has, in the years since the Election Advisory Panel was created, made several changes in the state law governing elections that have essentially preempted county authority over several of the items that were assigned to the EAP for comment and recommendations. Since the Supervisor of Elections no longer has any latitude in these areas and no reason for the EAP to make recommendations on preempted topics, it seems sensible to remove them from the Panel's authorized powers. The recommended changes are as follows:

- 1) Recommend that City Council amend Ordinance Code Chapter 59 in Sec. 59.105(b) to read as follows: "(b) Study and make recommendations to the Supervisor of Elections to enhance the voter's election day experience, including, but not limited to, poll worker training, polling locations, ~~ballot styles~~, and fraud prevention.
- 2) Recommend that City Council amend Ordinance Code Chapter 59 in Sec. 59.105(c) to read as follows: "(c) Evaluate and recommend improvements on ~~the~~ election effectiveness, including but not limited to ~~number of overvotes, undervotes and spoiled ballots~~, voter complaints, and voter turnout.

- 3) Recommend that City Council amend Ordinance Code Chapter 59 in Sec. 59.105(d) to read as follows: "(d) Review and comment on ballot styles, instructions and ~~absentee~~ , vote-by-mail ballot, and any other ballot option appearance.

Thank you very much for your consideration of this request. We would appreciate your introducing legislation on behalf of the Election Advisory Panel to accomplish these amendments.

Sincerely,

  
Ingrid Montgomery  
Chairwoman



## DUVAL COUNTY ELECTION ADVISORY PANEL

### 2017 ANNUAL REPORT

#### Membership

9 members: 3 members of the general public appointed by the Council President; 3 members of the general public appointed by the Mayor; 2 members appointed by the Supervisor of Elections; 1 employee of the Supervisor of Elections Office appointed by the Supervisor. All members must be registered Duval County voters. The panel's membership is completely filled at present, with three members serving beyond the end of expired terms (Mayoral appointees Cynthia Alfred and Ingrid Montgomery and Supervisor of Elections appointee Justin Portlock).

#### Meetings

The Election Advisory Panel has typically met on a monthly basis except for the one year in every four-year cycle (such as 2017) when there are no regularly scheduled elections. The panel met quarterly in 2017 (March, June and December, with the September meeting cancelled due to Hurricane Irma). No meetings have been affected by lack of a quorum.

#### Sampling of topics discussed and recommendations made in 2017

- Implementation of on-line voter registration as authorized by a 2016 change in state law, including the procedures for capturing an electronic signature for persons who do not have a signature on file with the Florida Department of Highways and Motor Vehicles.
- Regular updates on Supervisor of Elections training for poll workers, poll managers, and technical rovers.
- Recruitment of younger poll workers to supplement and eventually replace long-time volunteer poll workers as they retire. The pairing of young, computer-savvy volunteers with older, seasoned veterans who have long been familiar with paper systems has proved to be a very good combination, with expertise being shared in both directions.
- Updates on voter registration drives at local high schools and colleges.
- Implementation of the law passed by the 2017 Legislature to provide for a "cure" process for a vote-by-mail ballot that is rejected for a non-matching signature.
- Election computer security - the City Information Technology Division searched the SOE's computers e-mails for any evidence of attempted hacking as has been reported in elections offices around the country. Evidence was found of 4 e-mails from the suspected hacker's computer having been received, but the City's IT security removed the e-mail attachments that contained the malware so nothing harmful was opened in Jacksonville's system. There were also reports of a successful hack into the computer of VR Systems (the vendor for the City's EVID electronic voter registration book), which provided the hackers with e-mail addresses that were subsequently contacted.
- The only election in the county in 2017 was the Atlantic Beach city election in August, and all staff members in the Supervisor's office acted as poll workers in those 4 precincts that day to experience Election Day "on the front lines".
- Chair of the Election Advisory Panel appeared before the City Council Rules Committee in May as part of that committee's review of all city boards and commissions. During that visit there was discussion of the potential need to change the EAP's legislative authorization in Ordinance Code Chapter 59 to remove reference to certain items that have been pre-empted by uniform regulation by the state (i.e. ballot styles and arrangement, early voting locations, etc.)
- The Supervisor of Elections' Office policy regarding allowing the SOE's equipment to be used for political party caucuses and party elections.
- The influx of Spanish-speaking voters from Puerto Rico in the aftermath of the hurricanes and the federal law requirement that when the percentage of Hispanic voters exceeds 5% of the total, bi-lingual voting accommodations

must be made. The SOE has reviewed the registration statistics and knows which precincts are most likely to need bi-lingual accommodations when that becomes required. The office anticipates that numerous Spanish-speaking poll workers will be needed by the 2020 election. The SOE will be recruiting bi-lingual poll workers and looking to Hispanic interest groups to help with that effort.

- 2017-439 (Duval County Election Canvassing Board to serve as canvassing board for Beaches cities and Baldwin) passed in June 2017.
- The City of Jacksonville Beach voted to request that the city's candidates be allowed to file their financial reports electronically through the SOE's electronic candidate reporting system.