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April 2025

To Armstong County Commissioner's Court

Processed 20 DPS voter application in TEAMS (Texas Election Administration System) 10 mins each application to process

Attended 12 Webinars presented by the SOS on policies and procedures for the May 3rd, 2025, CISD election. Each webinar was 1 ½ hours.
Received/ responded to over 200 emails an average of 5 minutes an email

Received 35 phone calls.

Processed 6 applications for BBM (Ballot By Mail). Logged in TEAMS application

Received, checked in, and completed the paperwork for the sample ballots received for the CISD Election. This process took 20 minutes.

Received, counted and separated the EV (Early Voting), ED (Election Day) Provisional, and BBM (Ballots by mail). This process took 3 hours.

Started the paperwork for chain of custody for the EV, ED, and BBM ballots storage. 2 hours minutes to fill out paperwork.

Meet with Judge Ensey, to count the EV, ED and BBM ballots, place them in ballot box for storage, lock, seal and record the number of ballots, seal numbers to seal the ballot box, fill out the chain of custody paperwork, gave Judge Ensey keys to the ballot box. From start to finish this task took 45 minutes.

Thermal ballot stock for the ExpressVote was received, counted and numbering was confirmed. Logged the ballot counts on the Ballot Chain of Custody report for thermal ballots.

Updated the Record Of Posting Notice of Election paperwork. 5 minutes.

In TEAMS (Texas Election Administration Management System) ran the following reports for ES&S to start Pollbook Media data burns.

1. Voter Registration Data – This report provides ES&S with all the Voter Registration details such as the voters: County Code, County Name, Voter Id, VUIDS, Residents

address, DOB, Legacy Voter ID's, City, District, Name, Barcode etc. 35 minutes to run and sort to ES&S specific layout.

2. Street File: This report provides ES&S with street information in the CISD school district such as: Street names, direction, street type, parcel, odd/even, Bldg #, Precinct name, USREP, STREP, STSEN, COMM, etc. This report took 25 minutes to run and sort to ES&S specific layout.

3. Polling Place ID(s): This report provides the polling places location, ID #'s, and addresses. This report took 10 minutes to run and sort to ES&S specific layout.

Uploaded the reports to ES&S SFT site. This took 25 minutes to log in and transfer files.

Armstrong County Elections Page has been updated with the following information:

- Sample ballots for the CISD election - 15 minutes to log in and upload sample ballot

Scanned sample ballot to USB stick to upload to the Election Web page. 5 minutes

Received the CISD Election media from ES&S. Also received notice from ES&S that the Pollbook Sample data was available to download on the ES&S SFT website. Downloaded that onto USB stick. This was 20 minutes to log in and download.

Started the chain of custody paperwork that will document the chain of custody of the Election media for 22 months after the election. 20 minutes to fill out the first portion of the paperwork.

Prepared, posted on the Election webpage, and in the Election Bulletin Board Notice of Public Testing of Automated Tabulating Equipment. 1 hour to fill out and post to all the above-mentioned places

Spoke with The Claude News and planned for the L&A notice to be ran in the paper. 15 minutes

Contacted Connie Spiller, Patty Cabbell informed that L&A (Logic and Accuracy) testing would be April 24th, 2025, at 9:00 in the EA's office. 20 minutes to make calls and update them.

Unpacked 3 ExpressVote machines (1 for EV, 1 For ED, and 1 for curbside voters), Unpacked 3 Pollbooks (1 EV, 1 ED, 1 Curbside). Unpacked and placed 3 DS200 scanner into 3 DS200 Bins. This process took 2 hours.

Loaded the Pollbook book sample data into the 3 Pollbooks. 15 minutes per pollbook to log in and transfer files onto the pollbooks.

Loaded the Election media on the ExpressVote machines. This process took 20 minutes per machine.

Loaded the L&A (Logic and & Accuracy) media programs onto the 3 DS200 machines. 45 to 60 minutes per machine. This process takes longer have to use a Qualification USB to clear results, and other elections from the DS200. Once that is completed have to run a status report showing no election is installed, then run a zero tape showing that the vote totals have been

reset to zero. Once those were completed installed the L&A media. After installation reran status report to show L&A is installed, along with zero tape show the votes are zero.

Created the CISD election set up on the Election Ware computer that pulls the votes from the USB sticks from the DS200. 2 hours to complete. This process is long as you have to input all the information by hand about the Election, then set up parameters of how the results are sorted.

Private L&A testing: Pollbooks:

1. Pulled up voter names on the pollbook from the test paperwork from ES&S. Checked to ensure the correct ballot style was being issued.
2. Checked to make sure, all functions such as voiding a ballot, issuing a new ballot, search by name, scanning an ID, issuing a Provisional ballot, updating a voters information, printing, etc are working correctly. 30 minutes to log in and test.

1. Turned on ExpressVotes, Used the test desk ballots from ES&S to create ballots on the ExpressVotes (EV, ED, Curbside). Created 35 ballots from each ExpressVote being used in the CISD election. 1 hour to turn on the ExpressVotes and create 105 ballots for testing.

2. Turned on the 3 DS200 that will be used in the CISD election. Printed the zero tapes, ran the 105 ballots created on the Express votes through EV, DS200. Closed the voting on the EV DS200 and printed the Election results. Signed the results tape. Placed in the L&A testing package. Removed the 105 ballots from the ballot box of the EV DS200. Turned to DS200 off. Removed the USB stick from the DS200 containing the results and placed it in the results media bag. Closed the lid and sealed the machine and ballot boxes with seals. Recorded the seal numbers on the Private L&A paperwork to be stored for later reference. This process took 2 hours

3. Ran the 105 ballots through the ED DS200. Printed the zero tapes, ran the 105 ballots created on the Express votes through EV, DS200. Closed the voting on the EV DS200 and printed the Election results. Signed the results tape. Placed in the L&A testing package. Removed the 105 ballots from the ballot box of the ED DS200 and placed in a ballot box to be sealed and stored until used in the Public L&A testing. Turned The DS200 off. Removed the USB stick from the DS200 containing the results and placed it in the results media bag. Closed the lid and sealed the machine and ballot boxes with seals. Recorded the seal numbers on the Private L&A paperwork to be stored for later reference. This process took 2 hours

4. Ran the 105 mail ballots created by ES&S through the ED DS200. Printed the zero tapes, ran the 105 ballots created on the Express votes through EV, DS200. Closed the voting on the MB (mail ballots) DS200 and printed the Election results. Signed the results tape. Placed in the L&A testing package. Removed the 105 ballots from the ballot box of the MB DS200. Turned the MB DS200 off. Removed the USB stick from the DS200 containing the results and placed it in the results media bag. Closed the lid and sealed the machine and ballot boxes with seals. Recorded the seal numbers on the Private L&A paperwork to be stored for later reference. Placed the105 MB in the ballot box with the 105 ballots that were ran through the EV and ED DS200's sealed the ballot

box with seals and recorded those numbers on the L&A paperwork. This process took 2 hours.

5. Turned on the Election Ware computer. Logged in to the Election program. Uploaded the results from the DS200 EV, ED, and MB results USB sticks. Ran the reports to show the results of the CISD L&A testing election. Printed results, logged out of the Election Ware computer. This process took 45 minutes.

6. Placed the L&A results sticks in the L&A Media bag sealed with a seal. Recorded this on the L&A paperwork and put the bag in the safe.

Public testing:

Worked with Connie Spiller and Patty Cabbel repeating the same steps as above for all machines. This took 4 hours.

Performed HASH Validation on EV ExpressVote, EV DS200 and the ElectionWare computer. This is required by the SOS. How many machines you test is based on how many of each machine you are using for the election.

Express Vote Hash:

- This process requires a HASH Export USB for each machine and A Scripting HASH USB for each machine along with a UBUNTU computer purchased from ES&S used only for this testing. The process is long and requires you to do coding to retrieve the HASH information from the ExpressVote, DS200 and ElectionWare Computer that is placed on the Export USB. You can only do one machine at a time.
- Once the HASH is retrieved from each machine you then move to the UBUNTU computer for more coding to pull the HASH information from the SOS off the Scripting USB and Compare it to the HASH that was pulled and placed on the Export USB.
- This must be done for each machine. If the files match this shows that the machines have not been tampered with since leaving the ES&S warehouse.
- If they do not match you must start over and see if you made a mistake in the coding process. If they match all is good. If not, then you have to report to the SOS and an investigation is prompted to verify they machine has or has not been tampered with.
- This process took 3 ½ hours.
- Results are placed with the L&A results and sealed.

Printed and made binder materials for the TAC Conference in Georgetown. 1 hour

Attended Elections Seminar in Georgetown March 31- April 2.