MEMORANDUM

Date: May 13, 2022

To: The Honorable Chair and Members
   Pima County Board of Supervisors

From: Jan Lesher
   County Administrator

Re: Update from the Elections Director Regarding Vote Centers and Staffing

The attached update from Elections Director Constance Hargrove provides the latest information on Vote Centers and Elections’ Office staffing actions.

JKL/anc

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
   Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer, Health and Community Services
   Constance Hargrove, Director, Elections Department
TO:    Jan Lesher  
      County Administrator  

FROM: Constance Hargrove  
      Elections Director  

RE: Vote Center and Staffing Update

The vendor will deliver a ballot on demand (BOD) printer to the Elections department the week of May 23. Staff will test the printer to determine print speed to confirm staffing and equipment needs on Election Day. I received confirmation from Tenex this morning that the BOD printers will begin arriving at the end of June. The first shipment containing 156 printers will arrive at that time. The shipment contains enough printers to send at least one to every vote center.

The reason for some of the delay is that Tenex acts as they middle man. They receive the printers from Lexmark, unbox them, and prepare them before shipping to Pima County. Part of the preparation includes the installation air cards, which allow the printers to print wirelessly. They also install special election firmware to accommodate a two-sided 21-inch ballot.

The Elections department, the Recorders office, and the Information Technology department will conduct connectivity testing at actual vote center locations the week of May 23. In addition, the Elections department in conjunction with the Recorder is conducting a mock election to test the functionality of the equipment. The test includes checking in voters on the electronic pollbook and verifying that the pollbook provides the correct ballot information.

I continue to work with the trainer on updating processes and preparing training for the August 2 Primary Election.

As for staffing, the unit supervisor position has been open for a month with no candidates meeting the minimum qualifications. I am working with Human Resources to reallocate the position to attract a broader pool of applicants. We have also started recruitment for the deputy elections director position. I am hoping to have both positions filled before the Primary Election.