

THE MAIL-IN BALLOT COUNT CONSISTS OF FOUR PROCESSES

1

- **Authentication.** Barcodes on the return envelope are scanned to ensure the authenticity of the ballot and qualification of the voter. Envelopes are then opened

2

- **Optical Scan and Preliminary Report.** Ballots are scanned using a high-speed batch scanner, and images are processed against a template. Preliminary reports will be shown on screen during the scanning process.

3

- **Auditing and Certified Report.** Testing protocols are followed to demonstrate that the software and equipment have functioned properly and provided accurate tallies. This will be done in front of the Candidates' Representatives, Election Committee and Law Enforcement. The detail and extent of the audit is determined by the accuracy of the initial count and the closeness of the election. Ultimately, audits of as few as 50 ballots, or as many as 100% of all ballots cast, can be conducted, and the final determination of the depth of the audit is made.
- Typically, because Squaxin elections are not large, we do an audit of 100% of the ballots giving opportunity for everyone present to view each ballot and contest any issue ballots.

4

- **Delivery of the legal record.** Once the count is completed, the paper and electronic record of the election is consolidated in storage boxes and sealed, to be opened only in the case of a formal challenge. In most cases the client receives these for storage.

COMPARING IN-PERSON BALLOT COUNT PROCESS

The In-Person Ballot counting process is almost identical. The only difference is in Step 1: Authentication. Ballots are issued to individuals after an identification and barcode scan of a voter's card which is issued at sign in. Ballots are then collected in a ballot box before proceeding to Step 2.