Dominion Training Session

Instructor: David Stahl

Wayne County

11/2/20

Key Tidbits

Start Time	Topic	Description
0:20	Media Contact	Kay is our media representative
0:30	Election Officials	Do not talk with election officials regarding how the system works
1:50 3:00	Rovers	Swap out ICP. "Bad perception" if they swap out polling equipment. Page 3 assignments: Ronnie, Jordan, Gary, Amy, Nickie and Nellie. Do not open anything onsite.
6:10	LAT Results	LAT Results have been purged with zero tapes ready to go. Election Source is a dealer of ours which conducts logic and accuracy testing. They test ICX's and ICP's.
7:10	Adjudication	Confirm adjudication has started for live ballots. Not everyone uses adjudication. ICP, ICX, Listener, Adjudicator configuration varies. If they have adjudication, make sure they have stopped previous accuracy session. If not, it can 15-20 minutes for background services to run. Leads to erroring out of system if you try to reset on the fly.
9:15 10:00 23:20	Warehouse	Detroit "warehouse". Pretty sure we provided you with correct address. People in Texas brought in to "repair equipment" at Warehouse. TCF Center 600 people. Major operation. Samuel is "strong" person. Familiar with server.

Key Tidbits

Start Time	Topic	Description
11:30	Hands Off	Tech support not allowed to touch equipment. Against the law. We don't want liability. We don't want to bring attention on ourselves. Never be in ballot counting room without an escort. Perception is everything in elections business. Supporting scanning is our role.
13:30	Publishing Results	Assist customer in the publishing of results via Listener.
14:15	Exporting Results	Export results via ICC or RTR. Configurations vary. 42 munis in Wayne County out of one "project". No standard process. Pp 11-14 in User Manual ("Results publishing is used to publish unofficial election results to interested parties and can be used to notify the media about current unofficial results, or to present real-time dynamic public result"…report frequency can be specified during setup) If RTR used, project backup created right before they leave (11 GB). System must be stopped to get accurate backup. "Last button they" click before leaving.
17:00	Video Chat	Teams, Zoom and Samsung…"valuable tool"
18:30	IT Support Role	Serve as intermediary to alert DVS experts
19:30	Support Shift	Support ends at noon on Wednesday except Livonia, Detroit and Wayne

Key Tidbits

Start Time	Topic	Description
20:27	Absentee Ballots	Overwhelmed. Be prepared for 36 hour day. Cannot start scanning until 11/3 at 7am. "Arabic community features a lot of absentee ballots" (i.e. Dearborn Heights)
24:00	Quick Reference Guides	Can bring onsite (internal to DVS and customer) but not for media.
24:40	ImageCast Listener Internet Connectivity	Make sure that Listener has been reset. David came by and reset it. "Confirm that they have not done any ICP testing and transmission since listener has been reset"…"very key to operation". Do not want to start with results in queue from testing. Danielle takes care of Detroit (confirms that Detroit AVCB featured Listener Module). Testing confirms that information is successfully transmitted to county and county data is through to them via the ICP (i.e. Internet connectivity). Transmission of results go to listener. If testing was performed, step-by-step instructions provided to reset. Go into muni listener and check tabulators (i.e. internet connectivity).
26:22	County Internet Connectivity Unplugged and Reconnected	Unplug modem at County at 7:01am to prevent errant transmissions during day. Plugged back in an hour before the polls closed. She has seen "transmits during day". No transmissions during day make it to County. Implies precincts are broadcasting results throughout the day. "For county it is all right" but David implies with his commentary that no one should mess with connectivity at precincts.

Key Tidbits

Start Time	Topic	Description
29:14	ICC Setup	"Rovers" have replacement roller kits. Must be logged when it happens (for charge back purposes). How to confirm ballots are sent to adjudicators.
31:00	Help Desk	Denver "command center". Sounds like more than "help desk".
35:45	David Stahl	RTR and coding elections
35:58	Adjudication Setup	Setup filters to start up adjudication. All previous sessions need to be stopped before you start new. Do not want anything in adjudication. (Jason Humes affidavit highlights issue at Detroit AVCB). Do not select blank contest or undervote (Overvote and write-ins OK). Every ballot would be adjudicated.
38:55	Adjudication Report Tape	Only if you have RTR and Adjudication. County filters have been specified. AVCB filter with tabulator numbers specified. Multiple counting boards (Detroit has 125 counting boards…134 actually setup). Set filters once. Leads to creation of reports again and again and again.

Key Tidbits

Start Time	Topic	Description
41:20	Detroit DVS Workers	Danielle, Warren, Ahmad, Kirk, Milton, Sam, Ron and Mellissa
43:38	Pre-Walkthru	No need to walk thru with Detroit. Contractors discouraged from going to Detroit to review before reporting on election day.
49:20	End of Training Chatter	Might be worth attempting to isolate some of the conversations to see if any important information shared (e.g. Chicago warehouse).

Detroit Equipment Profile

MICHIGAN WAYNE COUNTY & Locals	ICP	ICX w/BMD	ICC G1130	ICC G2140	Adjudicatio	Modem	Listener	Clerk	Main Contact	Other Contact	Contact Number:	Address	City
ALLEN PARK, CITY	19	7	1	1	0	18	N	Michael Mizzi	Jim Grose		313-928-1155	16850 Southfield Road	Allen Park
BELLEVILLE CITY	4	1	0	0	0	3	N	City Clerk			734-697-9323 Ext. 7010	6 Main Street	Belleville
BROWNSTOWN TWP	20	6	3	0	2	14	Y	Brian Peters	Amy Whipple	Brent Perry, IT Support	734-675-0910	21313 Telegraph Road	Brownstown Township
CANTON TWP	64	20	4	0	2	47	Y	Anthony Essmaker	Anthony Essmaker		734-394-5120	1150 S. Canton Center Rd.	Canton Township
DEARBORN CITY	86	31	0	4	3	51	Y	Geroge Darany	Cindy Gasior		313-943-2030	16901 Michigan Ave.	Dearborn
DEARBORN HEIGHTS CITY	49	18	-	1	1	32	N	Lynne Senia (Ms)	Lynne Senia (Ms)	Kathy Birchfield	313-791-3432	6045 Fenton St.	Dearborn Heights
DETROIT CITY	840	203	3	25	14	684	Y	Janice Winfrey	George Azzouz	Tim Gaffney	313-876-4710	2978 W Grand Blvd.	Detroit
ECORSE, CITY	15	6	0	0	0	7	N	Dana Hughes	Tracey Worthy		313-386-2520 Ext 7021	3869 W. Jefferson Avenue	Ecorse
FLAT ROCK CITY	9	3	0	0	0	6	N	City Clerk	Katie Tomasik		734-782-2455 Ext 6	25500 Gibraltar Road	Flat Rock
GARDEN CITY	18	7	2	0	0	10	N	Matt Miller	Matt Miller		734-793-1625	6000 Middlebelt	Garden City
GIBRALTAR CITY	4	1	0	0	0	3	Y	Cindy Lehr	Cindy Lehr		734-676-9034	29450 Munro	Gibraltar
GROSSE ILE TWP	10	3	0	0	0	6	Y	Ute O'Connor	Bryan Friel		734-676-4422 Ext. 241	9601 Groh Road	Grosse Ile Township
GROSSE POINTE CITY	4	1	0	0	0	4	N	Julie Arthurs	Julie Arthurs		313-885-5800	17147 Maumee Avenue	Grosse Pointe
GROSSE POINTE FARMS, CITY	12	5	0	0	0	6	N	Derrick Kozicki	Derrick Kozicki		313-640-1601	90 Kerby Road	Grosse Pointe Farms
GROSSE POINTE PARK CITY	13	4	0	0	0	8	N	Jane Blahut	Donna Costa		313-822-4380	15115 E. Jefferson Ave.	Grosse Pointe Park
GROSSE POINTE SHORES CITY	6	2	0	0	0	4	N	Bruce Nichols	Tom Krolczyk		313-881-6565	795 Lake Shore Dr.	Grosse Pointe Shores
GROSSE POINTE WOODS CITY	14	6	3	0	0	7	Y	Lisa Hathaway	Lisa Hathaway	Paul Antolin	313-343-2440 Ext. 201	20025 Mack Plaza	Grosse Pointe Woods
HAMTRAMCK CITY	14	6	0	0	0	8	N	August Gitschlag	August Gitschlag		313-800-5233 Ext. 821	3401 Evaline	Hamtramck
HARPER WOODS CITY	11	4	0	0	0	7	N	Leslie Frank (Ms)	Leslie Frank (Ms)		313-343-2505	19617 Harper Ave	Harper Woods
HIGHLAND PARK CITY	14	6	0	0	0	12	N	Brenda Green	Brenda Green		313-252-0050, Ext. 220	12050 Woodward Avenue	Highland Park
HURON TWP	12	5	2	0	0	7	Y	Jeremy R. Cady	Jeremy R. Cady		734-753-4466 Ext:3	22950 Huron River Drive	Huron Township
INKSTER CITY	22	9	0	0	0	12	N	Felicia Rutledge	Felicia Rutledge	Yolanda Holmes	313-563-9770	26215 Trowbridge Rd.	Inkster
LINCOLN PARK CITY	25	9	0	0	0	14	N	Kerry Kehrer (Ms)	Kerry Kehrer (Ms)		313-386-1800 Ext 1247	1355 Southfield Road	Lincoln Park
LIVONIA CITY	64	16	4	2	3	48	Y	Susan Nash	Lori Miller		734-466-2236	33000 Civic Center Dr.	Livonia
MELVINDALE CITY	8	2	0	0	0	6	N	Linda Land	Amber Daniels		313-429-1040 Ext. 1101	3100 Oakwood Blvd.	Melvindale
NORTHVILLE CITY								Dianne Massa	Dianne Massa		248-349-1300	NO EQUIPMENT	
NORTHVILLE TWP	21	6	1	1	1	15	Y	Marjorie Banner	Marjorie Banner	Katie Anderson	248-348-5800	44405 Six Mile Road	Northville Township
PLYMOUTH CITY	9	4	0	0	0	6	Y	Maureen Brodie	Nancy Anderson		734-453-1234 Ext. 234	201 S. Main	Plymouth (City)
PLYMOUTH TWP	26	12	1	1	1	15	Y	Jerry Vorva	Paula Jefferson		734-354-3229	9955 N Haggerty Rd.	Plymouth Township
REDFORD TWP	40	18	1	1	0	27	N	Garth Christie	Tina M. Rekau	Erika Ferrell	313-387-2750	15145 Beech Daly Road	Redford Township
RIVER ROUGE, CITY	6	4	0	0	0	6	N	Patricia Johnson	Patricia Johnson	Bridgette Bowdler	313-842-5604	10600 W. Jefferson Ave.	River Rouge
RIVERVIEW CITY	8	4	0	0	0	5	N	Cindy Hutchison	Cindy Hutchison		734-281-4241	14100 Civic Park Dr.	Riverview
ROCKWOOD CITY	3	1	0	0	0	2	N	Colleen Oney	Cindy Trombley		734-379-9496	32409 Fort Street	Rockwood
ROMULUS CITY	25	12	2	1	1	15	Y	Ellen Craig-Bragg	Ellen Craig-Bragg		734-942-7540	11111 Wayne Road	Romulus
SOUTHGATE CITY	20	6	0	0	0	14	N	Janice Ferencz	Michelle Kessler		734-258-3015	14400 Dix-Toledo Highway	Southgate
SUMPTER TWP	11	4	0	0	0	7	N	Esther Hurst	Tony Burdick		734-461-6201 Ext. 12243	23480 Sumpter Road	Sumpter Township
TAYLOR CITY	36	11	1	1	1	33	Y	Cindy Bower	Sara El-Rifaai		734-287-6550 Ext. 6	23555 Goddard Rd	Taylor
TRENTON CITY	15	5	0	0	0	10	N	Debbie Devitt	Debbie Devitt	Eric Hoshaw	734-675-8600	2800 Third Street	Trenton
VAN BUREN TWP	22	9	1	1	1	12	Y	Leon Wright	Joanne Montgomery		734) 699-8909 Ext. 9205	46425 Tyler Road	Van Buren Township
WAYNE CITY	10	3	1	0	0	6	N	Tina Stanke	Tina Stanke		734-722-2204	3355 Wayne Road	Wayne (City)
WESTLAND CITY	60	18	3	1	1	45	N	Richard LeBlanc	Richard LeBlanc	Shannon Inman	734-467-3184	36300 Warren Rd	Westland
WOODHAVEN CITY	14	6	0	0	0	10	N	Kristie Keene	Angie Shurkus		734-675-4903	21869 West Road	Woodhaven
WYANDOTTE CITY	19	5	0	0	0	15	N	Lawrence Stec	Beth Lekity		734-324-4562	3200 Biddle Ave., Suite 100	Wyandotte
WAYNE COUNTY			3	0	1	N/A	Y	Cathy Garrett	Greg Mahar	Jennifer Redmond	313-224-5525	2 Woodward Ave. Suite 502	Detroit

Results and Tally Reporting

6.5 Automatic Result Loading

Automatic result loading functionality allows loading of results without user interaction. RTR will automatically and periodically load results that are stored on the predefined location.

1. Select **Actions** from the menu and click on the **Automatic Result Loading** option.

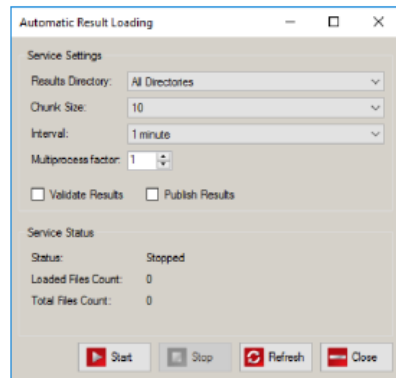2. The Automatic Result Loading dialog appears. See Figure 6-12 . Note that it is divided into two sections: Service Settings and Service Status.

Figure 6-12: Automatic Result Loading dialog

NOTE: If the Use test results option was checked in the Project Settings - Project Parameters dialog, header will contain a post fix " - Testing Mode" to indicate that only TEST result files can be loaded. See *Project Settings - Project Parameters* section.

3. Service Setting contains following options:
   - **Results Directory**: RTR can automatically load results from two

predefined locations:
   - **Results directory** (results from Central Scanning)
   - **Uploaded Results directory** (results from Listener)

These directories are in the election project directory on NAS. User can choose to monitor one of them of both.

NOTE: It is possible to change default locations (directories) from which the results are loaded by editing the Web.config (EMS Application Server configuration) file which is located at the following location on the server, regardless of the configuration: C:\VirtualDirectories\EMSApplicationServer In order to change default locations, enter the relative path into the value field for the configuration items:

```
<add key="CentralScanningResultFilesFolder" value="Results" />
<add key="ListenerResultFilesFolder" value="UploadedResults">
```

NOTE: It is strongly recommended not to change this setting.

   - **Chunk size** defines the number of result files loaded from one iteration.
   - **Interval** defines the interval of repeating loading results.
   - **Multiprocess factor** is the number of CPU cores that can be used for simultaneous loading of result files, in order to optimize the performance. The default value is 1, which indicates sequential loading of result files.
   - If **Validate Results** is checked loaded results will automatically be validated.
   - If **Publish Results** is checked loaded results will automatically be published.

4. Service Status displays the status (started or stopped), loaded and total number of result files in selected results directory(s).

5. Click the **Start** button to start automatic loading.

6. Click **Refresh** to refresh service status information.

7. Click on the **Stop** button to stop automatic result loading.

8. Click **Close** to close the dialog.

NOTE: In case of more then 2000 batches, in order to avoid potential submission errors when the system utilizing Adjudication is under high load, it is recommended to process results using the following steps:

   a. Ensure RTR is automatically publishing the results. Only submit a maximum number of 50 batches from Adjudication at any one time.

   b. Do not attempt to re-submit batches while the batches are pending

Results and Tally Reporting

2.4 RTR Functional Flow

2.4.1 Election Results Acquisition

After opening the election project in RTR the user can import results directly either from memory cards or from the local file system, as well having the option to automatically bring in results that are placed on a configurable

location on the NAS. Election officials also have the option to manually enter results for any of the defined tabulators in the system.

NOTE: The memory cards are originally prepared in the EMS Election Event Designer application, as part of pre -voting activities.

2.4.2 Results Review and Validation

Once election results have been brought into RTR they, you can review each individual result file, which can be shown in summarized or detailed breakdown. The user can also at this point resolve votes that were assigned to write-in positions to qualified write-in candidates. Result files have an associated result state that can be modified. Results start out in Initial state and can move to Validated state (indicating that they have been reviewed), and finally to Published state, which means those results will be included in any reports or exports. There is also a Rejected state that can be used to indicate that results should not be included. You can also delete result files from RTR if they are in Initial or Rejected state.

2.4.3 Results Tally and Publishing

Publishing is the next step in the processing of Election Results. Once you are satisfied that result files contain correct/acceptable data, proceed with publishing the results. Results publishing is used to publish unofficial election results to interested parties and can be used to notify the media about current unofficial results, or to present real-time dynamic public results.

EMS only provides aggregate results and does not provide information about individual ballots. Unofficial electronic reports and files may not access the storage devices of official data. When broadcasting unofficial results, the unofficial result publishing presentations clearly indicate that results are unofficial. During publication, XML

representations of the Election Results are created according to pre-defined XML Schema and XSLT transformations. These results are uploaded to a predefined set of 'transfer points' - locations that can be accessed by networks and places authorized for results publication. Transfer points are defined in the Results Tally & Reporting application.

2.4.4 Results Reporting

The EMS Results Tally & Reporting provides a variety of reports that can be used to produce overviews of results on both a summary as well as a detailed level. Reports are configurable to suit the needs of the user and can be produced in various formats including:

- Microsoft Excel Sheet (.xlsx)
- PDF
- HTML

EMS is designed to prevent data from being altered or destroyed in the generation of reports.

The Summary Report is a generic Election Results Report which collects the complete set of election results. In turn, this type of report can be used to produce an initial zero report of the election results, as well as a cumulative representation of the election results for a given Election Event. In addition to the Summary Report, available within the system by default, you can create other types of reports by selecting the desired report type(s) and triggering the report generation process.

2.4.5 Results Auditing

In most cases, after Election Results are processed, an audit is initiated to examine the system operation in more detail. The first step when performing an audit is to look up the list of scanned ballot images and the log files based on specific criteria.

All audit record entries include a time-and-date stamp. The generation of audit record entries will not be terminated or altered by program control or the intervention of any person. The physical security and integrity of the record are maintained at all times.