



Election Division Dispatch

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NEWS & UPDATES

August Build Preview

Below are a few highlights of the upcoming August Build in SVRS :

1) Polling Location Updates in SVRS

Any change to an Election Day polling location in SVRS will default to the hours of 6A to 6P, prevailing local time. This will help streamline county data entry, but also ensure indianavoters.com correctly reflects the hours polls are open on Election Day.

2) Time/Date Stamps on OVR Submissions

Once implemented, central time zone counties will no longer need to subtract an hour to determine if an online voter registration submission was timely received. This change will not impact most county users, but should be helpful to our colleagues in the central time zone.

3) Streamlined Voter Response Card Mailers

Currently SVRS has two voter response card mailers—the NCOA and Interstate— that serve similar purposes and share language. To help with training and to streamline operations, the NCOA and Interstate mailers will be combined into one document.

4) Duplicate Hopper Expansion

Today when a county user enters a registration in SVRS, potential duplicates (those with a confidence factor of 50 or more points) within the county are presented, and the county makes a decision to merge the records (or not). After the August Build, county users will see potential duplicates statewide. If a potential duplicate in another county is found (again hitting at least the 50-point confidence factor), the voter's former county would have to approve the match in order for the records to merge.

JUNE WEB TRAINING

Web training for June has passed; stay tuned for dates/time of refresher training in July!

Dates are subject to change; check the 2018 INSVRS Training Schedule on the county portal to confirm.

CALENDAR

June 20, 2018

Deadline to mail NCOA notice to voters on the 2018 US District Court Data list

June 30, 2018

NOON deadline for party chairs to hold caucus or make direct appointment to fill ballot vacancy if no person filed in the party's primary

July 2, 2018

NOON deadline for independent or minor party candidate to file CAN-19 petition for county review and certification

July 3, 2018

NOON deadline for party chair to file paperwork with clerk to fill ballot vacancies where no candidate filed in the party's primary

July 3, 2018

NOON deadline for write-in candidate to file CAN-3 (applies to all offices except school board)

July 10, 2018

NOON deadline for candidate filling a ballot vacancy where no one ran in primary or a write-in candidate to file a CFA-1, assuming office pays more than \$5000 per year & candidate has not opened a committee

July 16, 2018

NOON deadline for a candidate to withdraw from the November ballot (CAN-24)

July 16, 2018

NOON deadline for independent or minor party candidate to file certified CAN-19, CAN-20, CAN-12 with the clerk to run for local office

July 24, 2018

NOON deadline for candidates filling a ballot vacancy or a write-in candidate to file a post-nomination CFA-4, assuming the office pays more than \$5,000 per year

July 25, 2018

First day school board candidate can file CAN-34

August 1, 2018

Deadline to review and update office names in SVRS to the standard naming conventions

VR CORNER

Changes in Election Legislation Impacting VR

The retention schedule for cancelled voter registrations has been a source of many questions from county officials over the years. A recent change in state law provides more clarity on this issue.

IC 3-7-33-8 requires a county VR official to maintain the active voter's current registration, assuming it's a paper record, in perpetuity. This now includes scanning the paper record and attaching it to the voter's information in SVRS.

If at any point the voter moves within or out of your jurisdiction, paper forms corresponding to the cancelled registration address must be 1) scanned in to SVRS and 2) retained for at least 24-months following the next general election. After this 24-month period, the county may destroy the paper document by following the proper protocols.

For example, Jane moves within Boone County from Main Street to First Avenue, and submits the update on a VRG-7 on June 14, 2018. Boone County must scan the new record with the First Avenue address into SVRS. The paper VRG-7 form with the old Main Street address must also be scanned and stored in SVRS, and it becomes eligible for destruction on or after November 7, 2020, or 24-months after the November 6, 2018, general election. (Before this change, the county would need to maintain both of Jane's records until her voter status moved to cancelled in Boone County.)

Paper documents include, but are not limited to, the VRG-7, VRG-11, federal VR form, VR forms submitted by full-service agencies, and the "paper chaser" BMV VR form. There is no requirement to print off online voter registration forms or electronic submissions from the BMV. However, if your county creates a paper record for the electronic submission, then you must follow the retention schedule as noted above for the printed copy of the electronic record.

IN FOCUS: Ballot Vacancies

For the Democratic and Republican Parties, time is running out to fill ballot vacancies where no candidate ran in the primary election. The two major parties have the following options available to fill the ballot vacancy

1) Direct Appointment (LOCAL offices only, including judge/prosecutor)

County party committee (PCs, vice PCs) can adopt a resolution or pass a motion to permit the county chair to make a direct appointment to fill a ballot vacancy. The resolution or motion can be open-ended; in other words, there is no legal requirement for an end date. The appointment must be made by noon, June 30, with the paperwork (CAN-29, CAN-31, CAN-12, meeting minutes/resolution) filed with the county clerk by noon, July 3, 2018. (State legislative ballot vacancies are NOT to be filled by direct appointment; the state chair or his designee calls the caucus and all paperwork is filed with IED.)

2) Caucus

Chair must mail the call to caucus (CAN-30) to all eligible PCs AND file a second CAN-30 with the clerk no later than ten-days before the caucus is to be held. The caucus must be held no later than noon, June 30, 2018, which means the latest a call to caucus must be mailed and filed is noon, June 20, 2018. Candidates interested in filling the ballot vacancy must also file the CAN-31 and CAN-12 no later than 72-hours before the caucus is held with the chair of the caucus AND the county clerk. After the caucus is held, the chair has until noon, July 3, 2018, to file the CAN-29 with the clerk's office.

Note: paperwork to fill a ballot vacancy by direct appointment or caucus for judge/prosecuting attorney is filed with IED. Candidates should stop at the Commission on Judicial Qualifications to file their statement of economic interests form, which is available on the agency's website. Online filing of the economic interest statement is now an option.

The Libertarian Party may also fill ballot vacancies, but must first file a notice of intent with the Indiana Election Division for federal or state offices, including judge and prosecuting attorney, or with the clerk for a local office. The Libertarian state party makes the selections and files the CAN-22 and the appropriate statement of economic interest with the Indiana Election Division or the county clerk, depending on the office sought.

Finally, candidates filling a ballot vacancy where no candidate ran in the primary and where the office pays more than \$5,000 per year have campaign finance obligations. A CFA-1 must be filed no later than noon, July 10, 2018, unless the candidate has an open committee, and a post-nomination CFA-4 is filed no later than noon, July 24. The reporting period begins the date the individual opened their committee through July 17, 2018. After this report is filed, the candidate syncs with the "standard" reporting schedule, with the next being a pre-election report.

QUESTIONS OF THE MONTH

Q. Does return postage need to be provided by the county on the NCOA Mailer?

A. Yes, state law requires return postage to be paid for by the county on the NCOA mailer. This is a requirement for vote-by-mail absentee ballots, too.

Q. Can we accept absentee ballot applications for the November election?

A. Yes. Absentee ballot applications for the November 2018 election can be received by the county as early as May 22 (date VR opened for the November 2018 election).