

Subject: Public Records Request
Date: Wednesday, December 21, 2022 at 8:09:39 PM Eastern Standard Time
From: PublicRecords
To: AO Records
Attachments: image001.png, 221201 PR_Response Ext Dec 21.pdf

EXTERNAL SENDER

Dear Mr. Stoneman,

This email is the final update to your public records request received November 22, 2022, regarding **any revisions or changes made after the Nevada Supreme Court Order**. Pursuant to NRS 239.0107.1.c.1., notice was given on December 1, 2022, and attached hereto, that this office was unable to make all public records available by then, and an update would be sent no later than December 21, 2022.

Request: A complete copy (including any attachments) of any formal or informal guidance, directives, memoranda, recommendations, training materials, or other policy and procedure documents issued by, received by, or otherwise in the possession of the Nye County Clerks Office related to any revisions or changes (or lack of) made to the county's plans to count the 2022 midterm ballots by hand made after the Nevada Supreme Court ordered issued on October 27, 2022.

Response: *Please see to the following link for documents responsive to this request:* [221122 American Oversight- HC after NSC order](#)

Respectfully,

Jennaca Sanders

Public Records
Nye County Administration
2100 E. Walt Williams Drive, Suite 100
Pahrump, NV 89048

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Ballot Transfer Box Control

Transfer Date _____ Transfer Time _____

From Location _____ To Location _____

Delivery

Shipper _____ Shipper Signature _____ Date _____

Transport _____ Transport Signature _____ Date _____

Receipt

Transport _____ Transport Signature _____ Date _____

Receiver _____ Receiver Signature _____ Date _____



Batch Tracking Document Precinct _____

Tabulator Batch/Sequence # _____ Number of Ballots _____

Ballot Sequence Number First _____ Last _____

Tally Room Number _____

Tally Date _____ Tally Time _____

LOCATION	ACTION	DATE/TIME	SIGNATURE 1
BALLOT CONTROL	Ballot Control Supervisor or Ballot Control QC confirm that this batch is entered on Batch Tracking Log. Prepares the Batch Tracking Document for control.		
BALLOT CONTROL	Ballot Batch to Tally Table outbox		
BALLOT CONTROL	Batch Tracking Document, 3 signed Batch Tally Sheets (and Recount Tally Sheets) received from Tally Table		
BALLOT CONTROL	Totals on the Batch Tally Sheets all match. Tally Sheet Signed by control		
BALLOT CONTROL	Math reverified on unmatched tally sheets.		
BALLOT CONTROL	Recount Tally Sheet attached to Batch and sent to Tally Table for Recount		
BALLOT CONTROL	Batch Tracking Document, 3 signed Batch Tally Sheets and Recount Tally Sheets received from Tally Table		
BALLOT CONTROL	Totals on the Batch Tally Sheets and Recount Tally Sheets all match. Tally Sheet Signed by control		
PRECINCT TALLY	Batch received		
PRECINCT TALLY	Batch totals entered into Precinct Total Spreadsheet		
DEPUTY CLERK	Manual print out of Precinct Total Sheet agreed to Batch Tally Sheet		
FINAL CUSTODY	Batch Verified to Batch Tracking Log and Batch Placed in Precinct Box in Vault		

SENATE	RECOUNT IF CHECKED		SECRETARY OF STATE	RECOUNT IF CHECKED		NYE COMMISSION DISTRICT 5	RECOUNT IF CHECKED	
CORTEZ MASTO			AGUILAR			STRICKLAND		
LAXALT			CRANE			DISTRICT ATTORNEY	RECOUNT IF CHECKED	
LINDEMANN			HANSEN			DEL VECCHIO		
RUBINSON			MARCHANT			KUNZI		
SCOTT			SEC'Y OF STATE NONE OF THESE			PUBLIC ADMINISTRATOR	RECOUNT IF CHECKED	
SENATE NONE OF THESE			TREASURER	RECOUNT IF CHECKED		BAKER		
CONGRESS DISTRICT 4	RECOUNT IF CHECKED		CONINE			JONES		
HORSFORD			ELLIOTT			STUMNE		
PETERS			FIORE			RECORDER	RECOUNT IF CHECKED	
GOVERNOR	RECOUNT IF CHECKED		HENDRICKSON			BEATTY		
BRIDGES			TREASURER NONE OF THESE			TREASURER	RECOUNT IF CHECKED	
DAVIS			STATE CONTROLLER	RECOUNT IF CHECKED		POWERS		
LOMBARDO			MATTHEWS			JUSTICE SUPREME COURT SEAT A	RECOUNT IF CHECKED	
SISOLAK			PROFETA			BELL		
GOVERNOR NONE OF THESE			SPIEGEL			SUP COURT A NONE OF THESE		
LIEUTENANT GOVERNOR	RECOUNT IF CHECKED		CONTROLLER NONE OF THESE			JUSTICE SUPREME COURT SEAT E	RECOUNT IF CHECKED	
ANTHONY			ATTORNEY GENERAL	RECOUNT IF CHECKED		PARRAGUIRRE		
CANO BURKHEAD			CHATTAH			SUP COURT E NONE OF THESE		
DELAP			FORD			COURT OF APPEALS JUDGE DEPT 1	RECOUNT IF CHECKED	
HOGUE			KENNEDY			FORSBERG		
TACHIQUIN			ATT'Y GENERAL NONE OF THESE			WESTBROOK		
LT GOVERNOR NONE OF THESE			STATE ASSEMBLY DISTRICT 36	RECOUNT IF CHECKED		CT APPEALS 1 NONE OF THESE		
			HAFEN					
			ASSESSOR	RECOUNT IF CHECKED				
			STRINGER					
			CLERK	RECOUNT IF CHECKED				
			KAMPF					
			LACKEY					

COURT OF APPEALS	RECOUNT		STATE	RECOUNT	
JUDGE DEPT 2	IF CHECKED		QUESTION 2	IF CHECKED	
GIBBONS			YES		
CT OF APPEALS 2 NONE OF THESE			NO		
COURT OF APPEALS	RECOUNT		STATE	RECOUNT	
JUDGE DEPT 3	IF CHECKED		QUESTION 3	IF CHECKED	
BULLA			YES		
CT OF APPEALS 3 NONE OF THESE			NO		
UNIV BOARD OF	RECOUNT				
REGENTS DIST 8	IF CHECKED				
CRAWFORD					
RICE					
SCHOOL BOARD	RECOUNT				
AREA V	IF CHECKED				
FISCHER					
HASTINGS					
SHERIFF	RECOUNT				
	IF CHECKED				
MCGILL					
WEHRLY					
STATE	RECOUNT				
QUESTION 1	IF NEEDED				
YES					
NO					

Tallier Name _____ Tallier Signature _____ Date _____

By signing this tally sheet, I declare under penalty of perjury that the vote totals contained herein were entered on this sheet by me based on my reading the ballot in silence and manually entering a tally for each voted candidate or ballot issue response on all ballots in this batch.

QC1 Name _____ QC1 Signature _____ Date _____
 QC2 Name _____ QC2 Signature _____ Date _____

By signing this tally sheet, I declare under penalty of perjury that the vote totals for each candidate or ballot issue response on all three Batch Tally Sheets (and the recounted contests or ballot issues on the Recount Tally Sheets) for this batch were verified as to accuracy of totals and that they match among all three talliers who performed the count.

RECOUNT TALLY SHEET
 BATCH # _____

BT 10 - PREC

TALLIER

#

TABLE#

SENATE	RECOUNT IF CHECKED	SECRETARY OF STATE	RECOUNT IF CHECKED	NYE COMMISSION DISTRICT 5	RECOUNT IF CHECKED
CORTEZ MASTO		AGUILAR		STRICKLAND	
LAXALT		CRANE		DISTRICT ATTORNEY	RECOUNT IF CHECKED
LINDEMANN		HANSEN		DEL VECCHIO	
RUBINSON		MARCHANT		KUNZI	
SCOTT		SEC'Y OF STATE NONE OF THESE		PUBLIC ADMINISTRATOR	RECOUNT IF CHECKED
SENATE NONE OF THESE		TREASURER	RECOUNT IF CHECKED	BAKER	
CONGRESS DISTRICT 4	RECOUNT IF CHECKED	CONINE		JONES	
HORSFORD		ELLIOTT		STUMNE	
PETERS		FIORE		RECORDER	RECOUNT IF CHECKED
GOVERNOR	RECOUNT IF CHECKED	HENDRICKSON		BEATTY	
BRIDGES		TREASURER NONE OF THESE		TREASURER	RECOUNT IF CHECKED
DAVIS		STATE CONTROLLER	RECOUNT IF CHECKED	POWERS	
LOMBARDO		MATTHEWS		JUSTICE SUPREME COURT SEAT A	RECOUNT IF CHECKED
SISOLAK		PROFETA		BELL	
GOVERNOR NONE OF THESE		SPIEGEL		SUP COURT A NONE OF THESE	
LIEUTENANT GOVERNOR	RECOUNT IF CHECKED	CONTROLLER NONE OF THESE		JUSTICE SUPREME COURT SEAT E	RECOUNT IF CHECKED
ANTHONY		ATTORNEY GENERAL	RECOUNT IF CHECKED	PARRAGUIRRE	
CANO BURKHEAD		CHATTAH		SUP COURT E NONE OF THESE	
DELAP		FORD		COURT OF APPEALS JUDGE DEPT 1	RECOUNT IF CHECKED
HOGUE		KENNEDY		FORSBERG	
TACHIQUIN		ATT'Y GENERAL NONE OF THESE		WESTBROOK	
LT GOVERNOR NONE OF THESE		STATE ASSEMBLY DISTRICT 36	RECOUNT IF CHECKED	CT APPEALS 1 NONE OF THESE	
		HAFEN			
		ASSESSOR	RECOUNT IF CHECKED		
		STRINGER			
		CLERK	RECOUNT IF CHECKED		
		KAMPF			
		LACKEY			

COURT OF APPEALS JUDGE DEPT 2		RECOUNT IF CHECKED	STATE QUESTION 2	RECOUNT IF CHECKED
GIBBONS			YES	
CT OF APPEALS 2 NONE OF THESE			NO	
COURT OF APPEALS JUDGE DEPT 3		RECOUNT IF CHECKED	STATE QUESTION 3	RECOUNT IF CHECKED
BULLA			YES	
CT OF APPEALS 3 NONE OF THESE			NO	
UNIV BOARD OF REGENTS DIST 8		RECOUNT IF CHECKED		
CRAWFORD				
RICE				
SCHOOL BOARD AREA V		RECOUNT IF CHECKED		
FISCHER				
HASTINGS				
SHERIFF		RECOUNT IF CHECKED		
MCGILL				
WEHRLY				
STATE QUESTION 1		RECOUNT IF NEEDED		
YES				
NO				

Tallier Name _____ Tallier Signature _____ Date _____

By signing this tally sheet, I declare under penalty of perjury that the vote totals contained herein were entered on this sheet by me based on reading the ballot and manually entering a tally for each by voted candidate or ballot issue for all batch ballots.

QC1 Name _____ QC1 Signature _____ Date _____

QC2 Name _____ QC2 Signature _____ Date _____

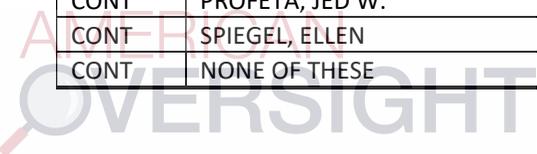
By signing this tally sheet, I declare under penalty of perjury that the vote totals for each candidate or ballot issue response on all three Batch or Recount Tally Sheets for this batch were verified as to the match among all three talliers.



Precinct Total Sheet

Ballot Type _____ Precinct _____ Recorder Name _____

RACE	CANDIDATE	Batch #	Totals									
SEN	CORTEZ MASTO, CATHERINE											
SEN	LAXALT, ADAM PAUL											
SEN	LINDEMANN, BARRY											
SEN	RUBINSON, BARRY											
SEN	SCOTT, NEIL											
SEN	NONE OF THESE											
CD4	HORSFORD, STEVEN A.											
CD4	PETERS, SAM											
CD4	NONE OF THESE											
GOV	BRIDGES, ED											
GOV	DAVIS, BRANDON											
GOV	LOMBARDO, JOE											
GOV	SISOLAK, STEVE											
GOV	NONE OF THESE											
LGOV	ANTHONY, STAVROS											
LGOV	CANO BURKHEAD, ELIZABETH "LISA"											
LGOV	HOGUE, WILLIAM											
LGOV	DELAP, JOHN "TREY"											
LGOV	TACHIQUIN, JAVI "TRUJILLO"											
LGOV	NONE OF THESE											
SOS	AGUILAR, FRANCISCO "CISCO"											
SOS	CRANE, ROSS											
SOS	HANSEN, JANINE											
SOS	MARCHANT, JIM											
SOS	NONE OF THESE											
TRES	CONINE, ZACH											
TRES	ELLIOTT, BRYAN											
TRES	FIORE, MICHELE											
TRES	HENDRICKSON, MARGARET											
TRES	NONE OF THESE											
CONT	MATTHEWS, ANDY											
CONT	PROFETA, JED W.											
CONT	SPIEGEL, ELLEN											
CONT	NONE OF THESE											





Precinct Total Sheet

Ballot Type _____ Precinct _____ Recorder Name _____

RACE	CANDIDATE	Batch #	Totals									
AG	CHATAH, SIGAL											
AG	FORD, AARON D.											
AG	KENNEDY, JOHN T.											
AG	NONE OF THESE											
SS17	TITUS, ROBIN L. (REP)											
AD33	GARRARD, JOHN "DOC"											
AD33	GURR, BERT (REP)											
AD36	HAFEN, II, GREGORY T.											
AD38	KOENIG, GREGORY S.											
ASSR	STRINGER, SHEREE											
CLRK	KAMPF, MARK F.											
CLRK	LACKEY, DARRYL JAMES											
COM1	JABBOUR, BRUCE											
COM4	BOSKOVICH, RON											
COM5	STRICKLAND, DEBRA											
DA	DEL VECCHIO, NICHOLAS ANTHONY											
DA	KUNZI, BRIAN T.											
PA	BAKER, LOU											
PA	JONES, ROBERT											
PA	STUMNE, GINGER L.											
REC	BEATTY, DEBORAH											
CTRES	POWERS, RAELYN C.											
SC A	BELL, LINDA											
SC A	NONE OF THESE											
SC E	PARRAGUIRRE, RON D											
SC E	NONE OF THESE											
APP1	FORSBERG, RHONDA K.											
APP1	WESTBROOK, DEBORAH											
APP1	NONE OF THESE											
APP2	GIBBONS, MICHAEL											
APP2	NONE OF THESE											
APP3	BULLA, BONNIE											
APP3	NONE OF THESE											





Precinct Total Sheet

Ballot Type _____ Precinct _____ Recorder Name _____

RACE	CANDIDATE	Batch #	Totals									
UBR8	CRAWFORD, MICHELEE "SHELLY"											
UBR8	RICE, JOHN PATRICK											
BW&S	BRYAN, JAMES DAVID											
BW&S	JARVIS, FRANK											
BW&S	PACLEB-GRUNDY, DUSTIN											
BW&S	STONEBARGER, DEREK											
BW&S	VERRILLI, ALBERT											
NHOS	CARLYLE, HORACE H.											
NHOS	HARPER, CHERI L.											
NHOS	MASLACH, NANCY L.											
SB I	KINDRED, LAVEY											
SB I	MORONES, ROGER											
SB V	FISCHER, CHELSY											
SB V	HASTINGS, SEAN											
SV VII	GENT, NATHAN L.											
SV VII	VELOZ, AMY											
SHRF	MCGILL, JOE											
SHRF	WEHRLY, SHARON A.											
AVB2	CLAESSENS, RICHARD											
AVB2	DYKSTRA, HARVEY											
AVB2	DYMOND, BRENDA											
AVB2	HARRIS, SCOTT											
AVB4	ALLEN, CAROLYN I.											
AVB4	BOSTA, JOHN											
AVB4	RIVERS, SARA K.											
Q1	NO.1 YES											
Q1	NO.1 NO											
Q2	NO.2 YES											
Q2	NO.2 NO											
Q3	NO.3 YES											
Q3	NO.3 NO											

Recorder Name _____ Tallier 1 Signature _____ Date _____ By signing this Precinct Total Sheet, you attest to the accuracy of the vote totals contained herein.

Observer Name _____ Tallier 2 Signature _____ Date _____ By signing this Precinct Total Sheet, you attest to the accuracy of the vote totals contained herein.



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Purpose

The purpose of this guide is to provide a framework and guidelines for Nye County to conduct a hand count of paper ballots in their elections that will follow a machine count of the paper ballots using existing tabulators and election management software. Paper ballots will replace the Dominion ImageCastX tablets supported by paper roll verification printout. One Dominion ImageCastX tablet with ATI will be provided at each polling location for voters who need such machine. Voter check-in and signature verification of mail-in ballots will follow existing procedures. Verification of in-person voters will continue to use the VoteSafe kiosks for voter check-in and to verify the signatures in the electronic database.

Physical Set Up

The Central Ballot Tally Center location set up for tallying of ballot batches consists of several separate processes and stations:

Ballot Control - Controls receipt of all sealed ballot boxes, distribution of ballot batches for tallying to the Tally Tables, comparison of Batch Tally Sheets in the ballot batch, verification of Tallier totals on Batch Tally Sheets, if necessary, and distribution of completed batches and verified Batch Tally Sheets to the Precinct Tally for summarization. All Ballot Control staff will wear gloves provided when performing processes that involve handling of physical ballots. Only purple fine tip felt pens will be used in the processing the various control documents established by this procedure.

Tallying Tables – Tables where three talliers work to record vote counts on Batch Tally Sheets or Recount Tally Sheets in silence to complete the count. This will be in a controlled, open area facility containing all tally operations, conducive to meaningful observation. Anyone handling a ballot will utilize gloves to avoid the possibility of any post ICC tabulator scan markings on the ballot. Talliers will use a purple fine tip marking pen to record vote tallies. This will avoid any stray marks that are not distinguishable from the original ballot.

Adjudication – Talliers will make independent adjudication decisions on their individual tally sheet. Ballot batch number and ballot sequence number of the

ballot requiring adjudication will be noted on the individual batch tally sheet to ensure all three talliers uniformly identify the ballot and race to be adjudicated and the vote included in the tally. Ballot Control Supervisor and an additional Ballot Control Quality Control (QC) staff will review any adjudication decisions. Should any discrepancy occur among the three talliers on the adjudication decision, the contest or ballot issue will be sent for recount.

Although the Dominion ICC Tabulation process will be used to determine vote totals for each candidate and ballot issue response, any differences between the hand count totals and the tabulation totals will be isolated to the batch total and, if necessary, the individual ballot. If necessary, the physical ballot will be compared to the image stored in the Dominion EMS server to ensure there were no modifications to the physical ballot resulting in any difference. If the results differ due to different adjudication decision in the hand count, we will determine if there is any impact on the vote totals and the correct adjudication decision. Any identified modifications to the physical ballot will be researched and appropriate action taken.

Electronic Tabulation Area (Tonopah) – Prior to any hand count, all voted ballots will be tabulated using approved Dominion ImageCast tabulators and election management servers and software. This process is the same as the process currently in place and will be run in parallel to the hand count process. Tabulated batch totals will be tracked and compared to hand count batches.

Precinct Tally – The place where completed Batch Tally Sheets from the Tally Tables are recorded to produce a Precinct Total Sheet. The completed Precinct Total Sheet will be updated for each Batch Tally Sheet until all ballots for the election are completed. Spreadsheets will be printed for manual verification and approval of the totals entered at the batch level.

Voter Data Consolidation and Reporting – The Clerk’s office where daily processing and final vote total summary information by precinct is developed and reported to the public, the Nye County Board of Commissioners, and the Nevada Secretary of State.

Final Custody Area – The Clerk’s office where ballot batches, Batch Tally Sheets, Batch Tracking Documents and Batch Tracking Logs are inspected for completeness of documentation, and ballots and associated documentation are placed in secure, sealed storage.

NOTE: Templates include Batch Tracking Log, Ballot Box Transfer Control, Batch Tracking Document, Batch Tally Sheets, Recount Tally Sheets, and Precinct Total Sheets.

Surveillance (Central Ballot Tally Center and Tonopah Clerk's Office)

Vote tallying from paper ballots and batch summarization are conducted in full view of the public providing for meaningful observation. Observers will be positioned to avoid a clear view of votes on ballots.

Process

Overview

Ballots begin the tallying process in a sealed Ballot Transfer Box at Ballot Control who verifies the ballot batches received against the control log. Ballot Control runners deliver ballot batches along with the appropriate tally sheets to the individual Tally Table(s) in the Central Ballot Tally Center. The Batch Tracking Document is used for chain of custody control.

When the Tally Table completes a batch, Ballot Control will pick up the tallied batch and verify the vote totals match among the three Batch Tally Sheets or the Recount Tally Sheet.

Summarization of the completed batches by precinct by candidate or ballot issue will also be done in silence along with independent verification of the data entry into the spreadsheet. The data will be printed in hard copy and both the batch entry, and the totals verified by separate Deputy Clerks and sign as evidence of this review.

Ballot Control

1. All Ballot Control staff will wear gloves provided when performing processes that involve handling of physical ballots. Only purple fine tip felt pens will be used in the processing the various control documents established by this procedure.
2. The Ballot Control Supervisor receives all Ballot Transfer Boxes entering the Central Ballot Tally Center and signs the Ballot Transfer Box Control document

- for receipt and places the Ballot Transfer Box in the central temporary storage location under observer view.
3. The Ballot Control QC and the Ballot Intake Supervisor opens Ballot Transfer Box and signs the Batch Tracking Log as evidence of receipt of the ballot batches. The Ballot Control Supervisor and a Ballot Control QC will each have separate keys to open the two Ballot Transfer Box locks (the other two separate backup keys are retained in the Tonopah and Pahrump Clerk's office).
 4. Ballot Control QC prepares the Batch Tracking Document (batch number, ballot sequence numbers, date, time, and number of ballots) and the header of the Batch Tally Sheets and places the batch in the to be tallied outbox.
 5. A batch runner delivers the batches containing ballots, Batch Tally Sheets (or Recount Tally Sheets) and Batch Tracking Document to the Tally Table. Batch runners should ensure there is a batch waiting to be tallied at the Tally Table at all times. Should the Tally Table inbox be empty a tallier raises a flag requesting a new batch for tally (or Ballot Control Supervisor support). The Ballot Control runner enters the Tally Table number on the Batch Tracking Document upon delivery.
 6. A batch runner picks up tallied batches from the Tally Table outbox and delivers to Batch Control. Batch Control QC checks in the batch on the Batch Tracking Document.
 7. Ballot Control QC will check to ensure the totals of all contests or ballot issues agree on all three Batch Tally Sheets. Should there be a discrepancy, Ballot Control QC will verify the totals of the individual hash marks to first eliminate the possibility of a math error on the totals for each candidate and ballot issue on all three tally sheets where there is a discrepancy.
 8. If there is still a tally discrepancy or "mismatch", a recount of the contest or ballot issue in error will be performed by a different tally team. If more than two recounts are required, the batch will be sent for a total recount.
 9. If a "mismatch", QC will place an "X" in the "Recount if Checked" box on the Batch Tally Sheet contest or ballot issue requiring recount.
 10. QC will then place a corresponding "X" in the "Recount if Checked" box on the Recount Tally Sheet for the contest or ballot issue to be recounted and attach the Recount Tally Sheet to the batch and send (to a different table) for reprocessing. Note: Batch Tally Sheets and Recount Tally Sheets always stay

with the batch of ballots and Batch Control Document (chain of custody control).

11. The completed batch will be returned by the runner to the Ballot Control QC team inbox who will control receipt of the batch, confirm that the tally sheets match and ensure the documentation is complete.
12. When all three Batch and/or Recount Tally Sheets agree on candidates or ballot issues, Control will have two independent verifiers (QC) sign the batch control log and each Batch (Recount) Tally Sheet as evidence of the correct total.
13. Completed and verified batches and all control documents are sent to Precinct Tally.
14. When all batches from the Ballot Transfer Box are delivered to the tally tables the Ballot Control Supervisor and Ballot Control QC staff will confirm that the box is empty, replace the locks, sign the Ballot Transfer Box Control and deliver the empty box to Fleet for return to the Clerk's office in Tonopah for use in delivering additional tabulated batches.
15. At the end of the day the Precinct QC Staff will meet with the Ballot Control Supervisor to ensure all batches sent are either in the completed ballot, in the yet to be tallied, or the Precinct Tally yet to be summarized Ballot Transfer Box(es). The in-process and completed Ballot Transfer Boxes are locked and sealed at the end of the day and returned by the Sheriff and Clerk or Deputy Clerk to the Pahrump Clerk's office vault for storage. The Ballot Control QC and the Sheriff's Deputy will sign the Ballot Transfer Box Control documents.
16. Completed ballot batches will be sent via the Pahrump Clerk's office to the Tonopah Clerk's office awaiting final verification and summarization prior to final custody storage. In process boxes will be returned by the Pahrump Clerk's office to the Central Ballot Tally Center daily intact and unopened.

Tally Tables

1. All Vote Talliers staff will wear gloves provided when performing processes that involve handling of physical ballots. Only purple fine tip felt pens will be used in recording the tally on the Batch Tally Sheet.
2. Tally teams will consist of three talliers who will work in silence. There will be no ballot reader or verifier.

3. If a batch to be tallied has not been delivered to the Tally Table by a Ballot Control runner, a tallier will raise a flag requesting a new batch for tally.
4. Tallier One will select the first ballot from the top of the batch and begin to read the votes in silence from the ballot and record the votes on the Batch Tally Sheet.
5. Each of the three talliers reads side one of each ballot individually and enters the voted candidate on the Batch or Recount Tally Sheet. The tallier will then turn over the ballot and the Batch Tally Sheet and complete the tally for side two of the ballot.
6. When the ballot is completely tallied, the tallier passes the ballot to the next tallier's inbox (designed so that the ballots stay in sequence). The ballots progress through a linear process whereby each of the three talliers enter votes from both sides of the ballot from their inbox until the batch is complete.
7. After the last ballot in the batch is recorded, the talliers will total their hash marks, sign their individual Batch or Recount Tally Sheets and then all three tally sheets will be assembled by Tallier Three with the ballot batch and Batch Control Document then placed in the outbox for pickup by the Ballot Control runner.
8. **ADJUDICATION –Agreement of the tally totals are evidence of the agreement on the adjudication. Ballot Control QC will confirm the adjudication choices or send for Recount.**
9. This process will repeat until all ballot batches are completed or the scheduled shifts for the day are ended.

Precinct Tally

1. As the completed batches of ballots containing the Batch Tracking Document, Batch Tally Sheets (and Recount Tally Sheets) are received from the Control, the Precinct QC staff will sign the Batch Tracking Document to indicate evidence of delivery, receipt, and complete documentation.
2. The Precinct QC will enter the Batch Tally Sheet votes by batch number to the Precinct Total Sheet Excel spreadsheet. The votes for each candidate or issue will be entered on the Precinct Total Sheet by precinct by Batch Number until all batches are completed.

3. Once the batch vote totals have been entered on the Precinct Total Sheet, the batch will be put in a Ballot Transfer Box and the batch will be entered on the Ballot Control Log.
4. At the end of the day the Precinct QC will meet with the Ballot Control Supervisor to ensure all batches sent are either in the Ballot Transfer Box(es) or in the Ballot Intake area. The Ballot Transfer Boxes containing the yet-to-be-tallied batches and the day's completed tallied batches are locked and sealed at the end of the day and returned by the Sheriff and Clerk or Deputy Clerk to the Pahrump Clerk's office vault for storage. The Precinct QC and the Sheriff's Deputy will sign the Ballot Transfer Box Control document.
5. Once all Batch Tally Sheets for all ballot batches have been counted and all Precinct Total Sheets are completed for the election, the Precinct Total Sheets retained by the Pahrump Clerk's office will be delivered to the Election Board Official responsible for Voter Data Consolidation and Reporting.

Voter Data Consolidation and Reporting

1. A Deputy Clerk will compare the totals for each batch tally to the manual printout of the Precinct Total Sheet to ensure an accurate vote summary for each race, candidate, ballot issue and ballot issue choice.
2. A separate Deputy Clerk will identify the cause of any errors in Batch Tally Sheet values recorded on the Precinct Tally Sheets or Total Precinct Sheets.
3. Once all Precinct Tally Sheets have been manually verified and approved in writing, the precinct level votes will be consolidated. The County Clerk and an independent Deputy Clerk will verify the totals on the manual output to the verified manual Precinct Total Sheets.
4. Although the Dominion ICC Tabulation process will be used to determine vote totals for each candidate and ballot issue response, any differences between the hand count totals and the tabulation totals will be isolated to the batch total and, if necessary, the individual ballot. If necessary, the physical ballot will be compared to the image stored in the Dominion EMS server to ensure there were no modifications to the physical ballot resulting in any difference. If the results differ due to different adjudication decision in the hand count, we will determine if there is any impact on the vote totals and the correct adjudication decision. Any identified modifications to the physical ballot will be researched and appropriate action taken.

Final Ballot Custody Area

1. Ballot Custodian (Deputy Clerk) receives the completed batches of ballots containing the Batch Tracking Document, Batch Tally Sheets (and Recount Tally Sheets) and Precinct Tally Sheets and signs the Batch Tracking Log as evidence of receipt and complete documentation.
2. Completed batches will be put into a completed Precinct Storage Container. Batch numbers contained in the Precinct Storage Container must be indicated on the outside of the container. When all batches for a Precinct have been counted and tabulated the Precinct Storage Container(s) is(are) sealed with a “final” seal and delivered to the Clerk for secure storage for the period required by law.

Job Descriptions

Ballot Control Supervisor

1. Monitors all ballot batch activity in the Central Ballot Tally Center.
2. Receives all Ballot Transfer Boxes entering the Central Ballot Tally Center and signs the Ballot Transfer Box Control document for receipt and places the Ballot Transfer Box in the central temporary storage location under observer view. The Ballot Control Supervisor will use one of two separate keys to open one of the two Ballot Transfer Box locks (the other two separate backup keys are retained in the Tonopah and Pahrump Clerk's office).
3. Opens of Ballot Transfer Box and signs the Batch Tracking Log (batch number, ballot sequence numbers, date, time, and number of ballots) as evidence of receipt of the ballot batch.
4. When all batches are removed from the Ballot Transfer Box and delivered to the tally tables the Ballot Control Supervisor (and Ballot Control QC staff) will confirm that the box is empty, replace the locks, sign the Ballot Transfer Box Control and deliver the empty box to Fleet for return to the Clerk's office in Tonopah for use in delivering additional tabulated batches.
5. At the end of the day the Precinct QC Staff will meet with the Ballot Control Supervisor to ensure all batches sent are either in the completed ballot, in the yet to be tallied, or the Precinct Tally yet to be summarized or Ballot Transfer Box(es). The Ballot Control Supervisor will ensure that the in process and completed Ballot Transfer Boxes are locked and sealed at the end of the day and returned by the Sheriff and Clerk or Deputy Clerk to the Pahrump Clerk's office vault for storage. The Ballot Control QC and the Sheriff's Deputy will sign the Ballot Transfer Box Control documents.
6. Ensures completed ballot batches will be sent via the Pahrump Clerk's office to the Tonopah Clerk's office awaiting final verification and summarization prior to final custody storage. Checks in the in process boxes will be returned by the Pahrump Clerk's office to the Central Ballot Tally Center daily intact and unopened per 2 above.

Ballot Control QC

1. Ballot Control QC receives all Ballot Transfer Boxes entering the Central Ballot Tally Center and signs the Ballot Transfer Box Control document for receipt and place the Ballot Transfer Box in the central temporary storage location under observer view. QC uses a separate key to open one of the two Ballot Transfer Box locks (the other two separate backup keys are retained in the Tonopah and Pahrump Clerk's office).
2. The Ballot Control QC prepares Batch Tracking Document (batch number, ballot sequence numbers, date, time, and number of ballots) signs Batch Tracking Log as evidence of receipt. Completes the header of the Batch or Recount Tally Sheets, attaches them to the batch along with the Batch Tracking Document and places the batch in the to be tallied outbox.
3. Batch Control QC checks in the tallied batch delivered by the runner on the Batch Tracking Document.
4. Ballot Control QC ensures the totals of all contests or ballot issues agree on all three Batch Tally Sheets. Should there be a discrepancy, Ballot Control QC will verify the totals of the individual hash marks to first eliminate the possibility of a math error on the totals for each candidate and ballot issue on all three tally sheets where there is a discrepancy.
5. If there is still a tally discrepancy or "mismatch", a QC will ensure a count of the contest or ballot issue in error will be performed by a different tally team. If more than two recounts are required, the QC will send the batch for a total recount.
6. If a "mismatch", QC will place an "X" in the "Recount if Checked" box on the Batch Tally Sheet contest or ballot issue requiring recount.
7. QC will then place a corresponding "X" in the "Recount if Checked" box on the Recount Tally Sheet for the contest or ballot issue to be recounted and attach the Recount Tally Sheet to the batch and send (to a different table) for reprocessing. Note: Batch Tally Sheets and Recount Tally Sheets always stay with the batch of ballots and Batch Control Document (chain of custody control).
8. Ballot Control QC will control receipt of the completed batch, confirm that the tally sheets match and ensure the documentation is complete.
9. When all three Batch and/or Recount Tally Sheets agree on candidates or ballot issues, Ballot Control will have two independent verifiers (QC) sign the

batch control log and each Batch (Recount) Tally Sheet as evidence of the correct total.

10. QC sends completed and verified batches and all control documents to Precinct Tally.
11. When all batches are removed from the Ballot Transfer Box and delivered to the Tally Tables, the Ballot Control Supervisor and Ballot Control QC staff will confirm that the box is empty, replace the locks, sign the Ballot Transfer Box Control and deliver the empty box to Fleet for return to the Clerk's office in Tonopah for use in delivering additional tabulated batches.
12. At the end of the day the Precinct Tally QC staff will meet with the Ballot Control Supervisor to ensure all batches sent are either in the completed ballot, in the yet to be tallied, or the Precinct Tally yet to be summarized or Ballot Transfer Box(es). The in process and completed Ballot Transfer Boxes are locked and sealed at the end of the day and returned by the Sheriff and Clerk or Deputy Clerk to the Pahrump Clerk's office vault for storage. The Precinct Tally QC and the Sheriff's Deputy will sign the Ballot Transfer Box Control documents.

Vote Tallier

1. Vote Talliers will work in silence.
2. If a batch to be tallied has not been delivered to the Tally Table by a Ballot Control runner, a Tallier will raise a flag requesting a new batch for tally.
3. Tallier One will select the first ballot from the top of the batch and begin to read the votes in silence from the ballot and record the votes on the Batch Tally Sheet.
4. Vote Tallier reads side one of each ballot individually and enters the voted candidate on the Batch or Recount Tally Sheet. The tallier will then turn over the ballot and the Batch Tally Sheet and complete the tally for side two of the ballot.
5. When the ballot is completely tallied, the Vote Tallier passes the ballot to the next tallier's inbox (designed so that the ballots stay in sequence). The ballots progress through a linear process whereby each of the three talliers enter votes from both sides of the ballot from their inbox until the batch is complete.

6. After the last ballot in the batch is recorded, the Vote Talliers will total their hash marks, sign their individual tally sheet and then a Vote Tallier Three will assemble all three tally sheets with the ballot batch and Batch Control Document then place in the outbox.

Precinct QC

1. As the completed batches of ballots containing the Batch Tracking Document, Batch Tally Sheets (and Recount Tally Sheets) are received from the Ballot Control, the Precinct QC staff will sign the Batch Tracking Document to indicate evidence of delivery, receipt, and complete documentation.
2. The Precinct QC will enter the Batch Tally Sheet (or Recount) votes by batch number to the Precinct Total Sheet Excel spreadsheet. The votes for each candidate or issue will be entered on the Precinct Total Sheet by precinct by Batch Number until all batches are completed.
3. Precinct QC will place the batch in a Ballot Transfer Box and enter the information on the Ballot Control Log.
4. At the end of the day the Precinct Tally QC will meet with the Ballot Control Supervisor to ensure all batches sent are either in the Ballot Transfer Box(es) or in the Ballot Intake area. The Ballot Transfer Boxes containing the yet-to-be-tallied batches and the day's completed tallied batches are locked and sealed at the end of the day and returned by the Sheriff and Clerk or Deputy Clerk to the Pahrump Clerk's office vault for storage. The Precinct Tally QC and the Sheriff's Deputy will sign the Ballot Transfer Box Control document.

Deputy Clerk

1. A Deputy Clerk will compare the totals for each batch tally to the manual printout of the Precinct Total Sheet to ensure an accurate vote summary for each race, candidate, ballot issue and ballot issue choice.
2. A separate Deputy Clerk will identify the cause of any errors in Batch Tally Sheet values recorded on the Precinct Tally Sheets or Total Precinct Sheets.
3. Once all Precinct Tally Sheets have been manually verified and approved in writing, the precinct level votes will be consolidated. The County Clerk and an independent Deputy Clerk will verify the totals on the manual output to the verified manual Precinct Total Sheets.

4. Vote totals will be compared by the Deputy Clerk to the ICX Tabulator totals and differences investigated.

Ballot Custodian (Tonopah Deputy Clerk)

1. Receives the completed batches of ballots containing the Ballot Tracking Document, Batch Tally Sheets (and Recount Tally Sheets) and initials the Batch Tracking Log as evidence of receipt.
2. Locks and seals the ballots for storage.

Forms and Templates - Definitions

1. Batch Tracking Log Exhibit A
Used to ensure all batches that were tabulated in Tonopah and sent to the Central Ballot Tally Center are returned to the Tonopah Clerks Office and are included in the Hand Count totals.
2. Ballot Transfer Box Control Exhibit B
Used for chain of custody control over all movements of Ballot Transfer Boxes among the Clerk’s offices and the Central Hand Count Location.
3. Batch Tracking Document Exhibit C
Used for chain of custody of individual ballot batches from initial Tabulation through the Hand Count process to the Ballot Custodian.
4. Batch Tally Sheet Exhibit D
Used to record individual votes for candidates and ballot issues and total votes by candidate and ballot issue for each ballot batch.
5. Recount Tally Sheets Exhibit E
Used to record individual votes for candidates and ballot issues and total votes by candidate and ballot issue for each ballot batch where a mismatch occurred on the original Batch Tally Sheet.
6. Precinct Total Sheet Exhibit F
Used to record vote totals from the Batch Tally Sheets by batch.