Maintaining Voter Registration Records

State Board of Elections

August 2, 2016

Importance of Accurate Voter Records

NEW YORK STATE | Board of Elections
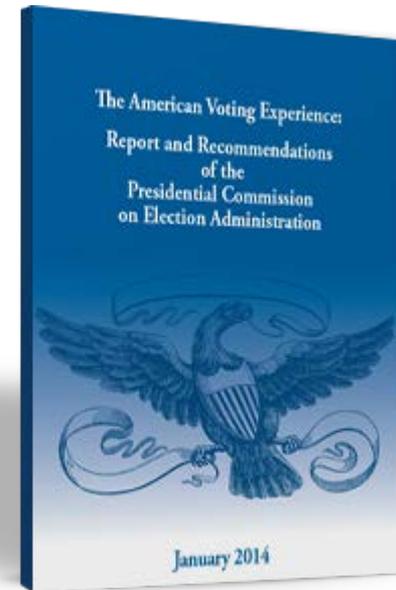
Importance of Accurate Voter Records

➢ The **Help America Vote Act (HAVA)** requires that election officials perform computerized list maintenance in order to remove duplicate names and the names of ineligible voters in coordination with State death and felony record databases.

➢ The **National Voter Registration Act (NVRA)** contains certain requirements regarding the removal of names from official voter rolls. It requires States to conduct a program that removes individuals from voting registration lists who have died or changed residence. These requirements include the notification of individuals prior to their removal from the list.

NEW YORK STATE | Board of Elections
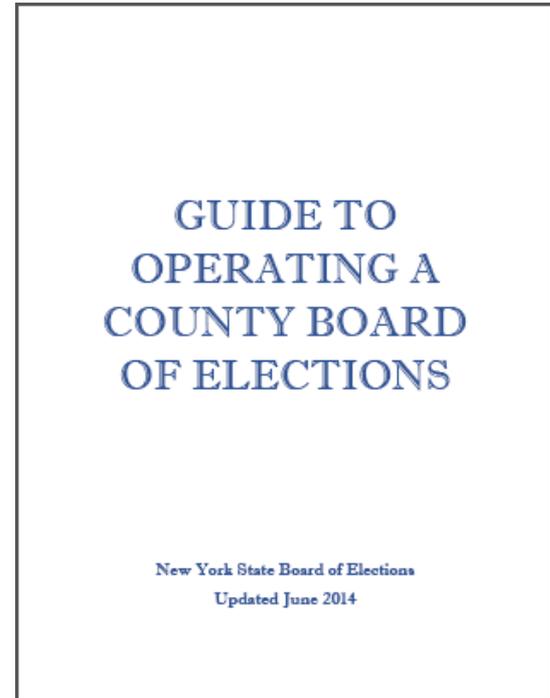
Importance of Accurate Voter Records

➤ The **Presidential Commission on Election Administration** report found that errors in voter records:

  ➤ Contribute to congestion and lines on Election Day. Voters whose information is missing from the rolls or incorrectly entered require the time and attention of officials. This delays the movement of other voters through the polling place.

  ➤ Lead to increased numbers of provisional ballots. Such errors include transcription and data entry problems that lead to misspelling of voters' names, addresses and identifying information.

The American Voting Experience:

Report and Recommendations of the Presidential Commission on Election Administration

January 2014

NEW YORK STATE | Board of Elections

Resources for List Maintenance

NEW
YORK
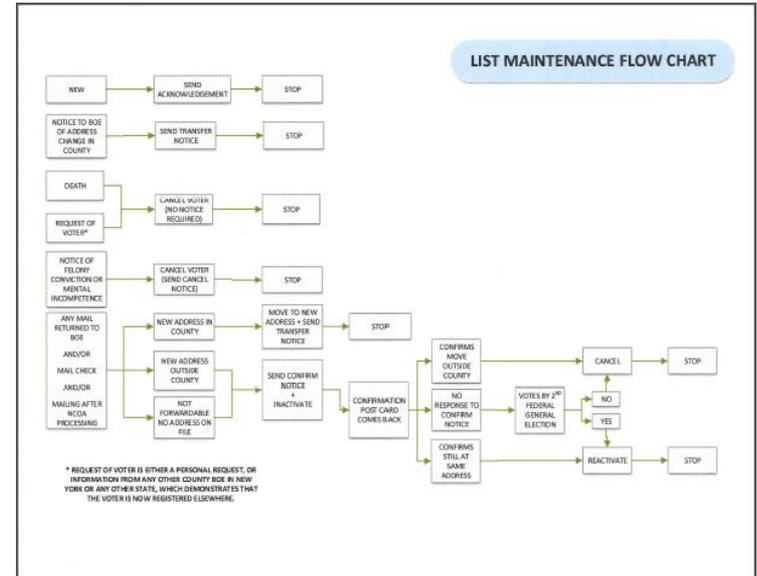STATE | **Board of Elections**

Resources for List Maintenance

➢ Proper list maintenance is a year-round activity that takes many forms. The State Board is committed to providing County Boards with useful information and tools to aid them in this important task.

➢ The "Guide to Operating a County Board of Elections" is a great place to start to familiarize yourself with, amongst other things, list maintenance activities and sample notices.

GUIDE TO OPERATING A COUNTY BOARD OF ELECTIONS

New York State Board of Elections
Updated June 2014

Resources for List Maintenance

➢ Also contained in the Guide is the
List Maintenance Flow Chart which provides
a helpful visual reference for determining both
the necessary steps and notifications for each
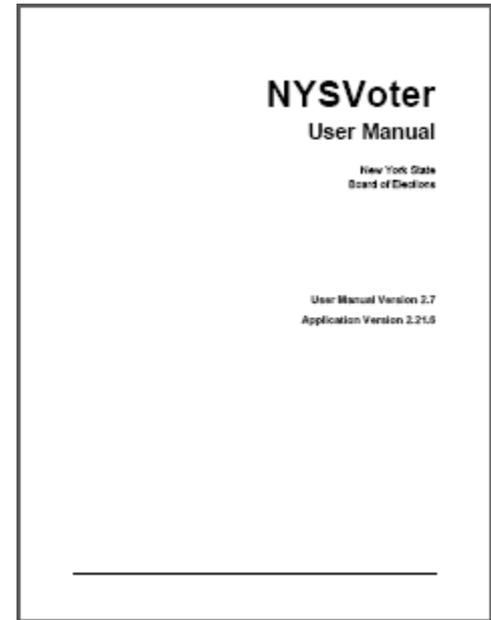type of list maintenance activity.

➢ The Guide is available on the State Board's
County Information Portal. If you or any of
your board's staff need assistance in accessing the portal, please
contact the State Board.

Resources for List Maintenance

➢ Each county has access to the statewide NYSVoter system, which helps facilitate:
  ➢ Duplicate Management
  ➢ Felon Management
  ➢ Death Management
  ➢ Miscellaneous data validation reports

➢ The NYSVoter manual, which provides more detailed information on how to make the most of the various tools available to County Boards through the NYSVoter system can be found under the "Help" section of NYSVoter.

NYSVoter
User Manual

New York State
Board of Elections

User Manual Version 2.7
Application Version 2.21.6

NEW YORK STATE | Board of Elections

Resources for List Maintenance

➢ NYSVoter Audit Visits

   ➢ Pat Campion and Greg Fiozzo of the State Board visit each County Board at least once every two years to review list maintenance procedures with appropriate staff and to ensure that they are fully trained in using NYSVoter and are performing the required list maintenance activities on a continual basis.

   ➢ If you have new staff or require additional training in using NYSVoter or in understanding proper list maintenance procedures, please contact the State Board.

Questions?