

From: "Johnston, Sadhu" <Sadhu.Johnston@vancouver.ca>
To: "Direct to Mayor and Council - DL"
CC: "City Manager's Correspondence Group - DL"
"Hagiwara, Rosemary" <rosemary.hagiwara@vancouver.ca>
"Adcock, Jessie" <Jessie.Adcock@vancouver.ca>
"Murray, Grant" <Grant.Murray@vancouver.ca>
"Lowe, Janice" <janice.love@vancouver.ca>

Date: 9/18/2018 8:34:22 AM

Subject: Memo - Taking Steps to Ensure the Integrity of Voting in the 2018 Vancouver Municipal Election

Attachments: Memo on Ensuring Integrity of Election Equipment.pdf

Greetings Mayor and Council,

Please find the memo attached addressing some of the issues raised in the motion on Taking Steps to Ensure the Integrity of Voting in the 2018 Vancouver Municipal Election.

A summary of the memo:

- Approval from the Province will be required in order to retain the physical ballot for a longer period than mandated in the Vancouver Charter.
- Voting equipment for the upcoming election have gone through rigorous vetting process as part of the City's bid process including certification requirements.
- Requiring a third party verification and reassigning election staff to this work could jeopardize staff's ability to complete scheduled election activities.

Should you have any questions, please contact Rosemary Hagiwara, Chief Election Officer at 604.873.7177 or rosemary.hagiwara@vancouver.ca.

Best,
Sadhu

Sadhu Aufochs Johnston | City Manager
City of Vancouver | 453 W 12th Avenue
Vancouver | BC V5Y 1V4
604.873.7627 | Sadhu.johnston@vancouver.ca
Twitter: sadhuajohnston



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MEMORANDUM

September 17, 2018

TO: Mayor and Council

CC: Sadhu Johnston, City Manager
Paul Mochrie, Deputy City Manager
Francie Connell, City Solicitor
Katrina Leckovic, City Clerk
Lynda Graves, Manager, Administration Services, City Manager's Office
Rena Kendall-Craden, Director, Communications
Kevin Quinlan, Chief of Staff, Mayor's Office
Naveen Girn, Director, Community Relations, Mayor's Office
Jessie Adcock, Chief Digital Officer
Grant Murray, Assistant Director - Administration, Legal Services
Janice Lowe, Deputy Chief Election Officer

FROM: Rosemary Hagiwara, Chief Election Officer

SUBJECT: Taking Steps to Ensure the Integrity of Voting in the 2018 Vancouver Municipal Election

In response to the motion "Taking Steps to Ensure the Integrity of Voting in the 2018 Vancouver Municipal Election" on the Regular Council agenda for September 18, 2018, staff have provided the following summary of measures taken to protect the integrity of the upcoming municipal election.

Staff have no concerns with retaining the physical ballots for a longer period than mandated by the Vancouver Charter, but the City will need approval from the Province. Staff anticipate that there will be financial implications associated with retaining the physical ballots.

Ballot readers or tabulators, regardless of the vendor, use fundamentally the same optical scanning technology. The ballot tabulators to be used in the 2018 election (used in the 2017 by-election) are currently certified by the [US Election Assistance Commission](#); this certification is extremely rigorous, involving testing of all aspects of the election system by US federally-certified test labs, including security protocols. As part of the City's bid process, information on Proponents' physical and technical security arrangements was requested and evaluated, including encryption and certification. Ballot tabulators are stand-alone devices with no network or internet connection. Each tabulator is rigorously tested for logic and accuracy before and after voting onsite by City staff as required by section 6 of the Election

By-law. On October 20, 2018, voting results data will be downloaded to a secure, encrypted, stand-alone computer.

The Voters' List management software is also subject to stringent requirements as part of the bid process, including encryption and security protocols. The vendor's technical environment meets or exceeds requirements and standards for: privacy design principles, managed code environments, web application security, data validation and encryption, database isolation, active system monitoring, malicious software prevention, as well as both internal testing and third-party penetration testing.

Laptops will be used in conjunction with the Voters' List management software to support the Vote Anywhere model on voting days, as was the case in the 2014 and 2017 elections. Laptops are configured to require a userID and password to access them. The image on each laptop is restricted to only being able to connect to a single, specific, closed, secure WiFi network.

In conclusion, all voting systems to be used in the upcoming election have gone through rigorous testing and certification to protect the integrity of the election. A third party verification as requested in the motion would require staff to be reassigned from election related duties which could seriously jeopardize staff's ability to complete scheduled election activities. We are confident that a third party verification would validate and confirm the summary above.

A handwritten signature in black ink, appearing to read 'RH', with a long horizontal flourish extending to the right.

Rosemary Hagiwara
Chief Election Officer